DOCUMENT RESUME

ED 194 722 CE 026 877

AUTHOR Alvir, Howard P.; Gardner, Elbert L.
TITLE Registered Apprenticeship Training in New York State. Updated through June 1, 1980.
INSTITUTION New York State Dept. of Labor, Albany.; New York State Education Dept., Albany.
PUB DATE 80
NOTE 132p.; Not available in paper copy due to small print.

EDRS PRICE MF01 Plus Postage. PC Not Available from EDRS.
DESCRIPTORS *Agency Role; *Apprenticeships; Equal Opportunities (Jobs); Federal Government; *Federal Legislation; Job Training; Postsecondary Education; *Program Administration; Program Descriptions; Public Agencies; State Agencies; *State Legislation; *State Standards; Tables (Data); Vocational Education
IDENTIFIERS New York; Registration Procedures; Registration Requirements

ABSTRACT

This joint report of the New York Department of Labor and the New York Education Department describes the nature, administration, and extent of registered apprenticeship training in New York State as of December 31, 1979. Part 1 presents a brief historical overview of the evolution of the apprenticeship system and description of what apprenticeship is today. This information is intended for individuals who assist youth in choosing vocational goals. Part 2 summarizes legislation and describes the roles and responsibilities of the various state and federal agencies concerned with apprenticeship. This information aids potential program sponsors in identifying the nature of services provided by governmental agencies. Part 3 contains 1979 program data on apprentices and programs. Tables in this part provide a source of information for program administration at all levels of government. Table 12 analyzes statistical highlights and trends from 1973 through 1979. Appendixes, amounting to over one-half of the report, contain apprenticeship regulations, registrations, and explanatory information. Also included is the summary of the report Training and Work Experience of Former Apprentices in New York State. It represents the first statewide effort to survey the employment experiences of those who were previously enrolled in a registered apprenticeship program. (YLB)

****
* Reproductions supplied by EDRS are the best that can be made *
* from the original document. *
****

REGISTERED APPRENTICESHIP TRAINING

IN NEW YORK STATE

U S DEPARTMENT OF HEALTH,
EDUCATION & WELFARE
NATIONAL INSTITUTE OF
EDUCATION

THIS DOCUMENT HAS BEEN REPRODUCED EXACTLY AS RECEIVED FROM THE PERSON OR ORGANIZATION ORIGINATING IT. POINTS OF VIEW OR OPINIONS STATED DO NOT NECESSARILY REPRESENT OFFICIAL NATIONAL INSTITUTE OF EDUCATION POSITION OR POLICY

"PERMISSION TO REPRODUCE THIS MATERIAL HAS BEEN GRANTED BY

J. A. Miller

TO THE EDUCATIONAL RESOURCES INFORMATION CENTER (ERIC)."

ED194722

A JOINT REPORT

by

The New York State Department of Labor

and

The New York State Education Department

CE 026 877

Updated through June 1, 1980

OCT 2 8 1980

THE UNIVERSITY OF THE STATE OF NEW YORK

Regents of The University
(with years when terms expire)

1988	Willard A. Genrich, LL.B., L.H.D., LL.D., Litt.D., D.C.S. Chancellor	Buffalo
1981	J. Edward Meyer, B.A., LL.B. Vice Chancellor	Chappaqua
1986	Kenneth B. Clark, A.B., M.S., Ph.D., LL.D., L.H.D., D.Sc.	Hastings on Hudson
1983	Harold E. Newcomb, B.A.	Owego
1982	Emlyn I. Griffith, A.B., J.D.	Rome
1983	Mary Alice Kendall, B.S.	Rochester
1984	Jorge L. Batista, B.A., J.D., LL.D.	Bronx
1982	Louis E. Yavner, LL.B.	New York
1986	Laura Bradley Chodos, B.A., M.A.	Vischer Ferry
1987	Martin C. Barell, B.A., I.A., LL.B.	Kings Point
1984	Louise P. Matteoni, B.A., M.A., Ph.D.	Bayside
1985	Arlene B. Reed-Delaney, B.A., M.D.	Albany
1987	R. Carlos Carballada, B.S.	Arcade
1981	Floyd S. Linton, A.B., M.A., M.P.A.	Miller Place

President of The University and Commissioner of Education
Gordon M. Ambach

Executive Deputy Commissioner of Education
Joseph J. Blaney

Deputy Commissioner for Elementary, Secondary and Continuing Education
Robert R. Spillane

Assistant Commissioner for Occupational and Continuing Education
Gerald L. Freeborne

Director, Occupational Education Instruction
Douglas T. Adamson

Chief, Bureau of Trade and Technical Education
Carl G. Benenati

Director, Division of Occupational Education Planning, Research and Evaluation
Florence E. Sutler

Chief, Bureau of Occupational Education Research
Alan G. Robertson

DEPARTMENT OF LABOR

Philip Ross, Industrial Commissioner

Job Service Division

Robert Payne, Director

NEW YORK STATE APPRENTICESHIP COUNCIL

Lois S. Gray, Chairperson . . . . . New York City

Representing Employees:

Donald J. Blair . . . . . East Amherst
Pat E. Damiani . . . . . New City
Glenn Gibson . . . . . West Seneca
James R. O'Brien . . . . . Binghamton
Bertram A. Powers . . . . . New York City
William A. Sopko . . . . . West Haverstraw
(Vacancy)

Representing Employers:

Washington Bennett . . . . . Buffalo
James J. Bernardi, Jr. . . . . Kingston
George A. Frank . . . . . Valhalla
Gilbert Gimbel . . . . . Webster
Andrew Kosty . . . . . Corning
David Shatz . . . . . Scarsdale
Jerome A. Valenti . . . . . Bronxville

CONTENTS

Foreword v

Part I. The Nature of Apprenticeship 1

Part II. The Administration of Apprenticeship 10

A. Legislative Background 11

B. Functions of Government 14

State Level 14

Federal Level 20

Part III. The Extent of Apprenticeship 21

Highlights of 1979 Statistics on Registered Apprenticeship in New York State as of December 31, 1979 22

A. Related Instruction 23

B. Apprentice and Program Data 23

C. New York State Apprenticeship Data (1973-1979) . . . 43

APPENDIXES 44

A. Apprenticeship Training (Article 23 of the New York State Labor Law), as last amended effective July 1, 1970 45

B. Regulations Governing the Registration of Apprenticeship Programs and Agreements, effective December 4, 1973 as amended June 3, 1974 52

C. Equal Employment Opportunity in Apprenticeship Training, Regulations as amended effective November 20, 1978 . . . 65

D. Trades Declared Apprenticeable 95

E. Work Processes Sample 109

F. Related Instruction Sample 112

G. Summary of TRAINING AND WORK EXPERIENCE OF FORMER APPRENTICES IN NEW YORK STATE 114

H. Sample Certificates of Completion 124

FOREWORD

This sixth joint report of the Department of Labor and the Education Department describes the nature, administration, and extent of registered apprenticeship training in New York State as of December 31, 1979.

Part I presents a brief historical overview of the evolution of the apprenticeship system and a description of what apprenticeship is today. This information should be helpful to all individuals who assist youth in choosing vocational goals.

Part II summarizes legislation and describes the roles and responsibilities of the various State and Federal agencies concerned with apprenticeship. This information should be of value to potential program sponsors in identifying the nature of services provided by governmental agencies.

Part III contains the 1979 program data on apprentices and programs. These tables should provide a valuable source of information for program administration at all levels of government. Table 12 has been added to analyze the statistical highlights and trends from 1973 through 1979.

The appendixes contain apprenticeship regulations, registrations and explanatory information. Also included is the summary of a report entitled Training and Work Experience of Former Apprentices in New York State published by the New York State Department of Labor, Division of Research and Statistics. This report represents the first statewide effort to survey the employment experiences of those who were previously enrolled in a registered apprenticeship program.

In addition to the 1973-79 data summarized in this report, yearly forecasts of registered apprenticeship enrollment statistics are available. You may request these from Alan G. Robertson of the Bureau of Occupational Education Research, New York State Education Department, Albany, New York 12234.

Howard P. Alvir of the Bureau of Occupational Education Research, New York State Education Department, and Elbert L. Gardner of the Office of Employability Development, New York State Department of Labor, prepared this joint report.

PART I

THE NATURE OF APPRENTICESHIP

Part I presents a brief historical overview of the evolution of the apprenticeship system and a description of what apprenticeship is today. This information should be helpful to all individuals who assist youth in choosing vocational goals.

Definition:

Simply stated, apprenticeship is a system of training for those highly skilled occupations usually called crafts or trades. It combines the learning of manual skills with the study of classroom subjects related to the occupation. In this way, working on the job and related instruction reinforce each other.

History:

The idea of apprenticeship is not new. In fact, it is one of the oldest forms of training in which skills and knowledge associated with the skilled crafts and trades are passed from a skilled worker to a trainee. Evidence supporting the concept of apprenticeship training has been found in the ancient Egyptian tombs. The Babylonian Code of Hammurabi provided a written account of a system of apprenticeship existing in 2100 B.C. During the 13th and 14th centuries, expert craftsmen such as silversmiths, weavers, coach makers, and blacksmiths formed trade groups called guilds. The purpose of the guilds was to keep the highest possible standards of quality and workmanship in their individual trades.

One of the main duties of the guild master was to train apprentices to carry on the skills of the trades. A youth, usually at the age of 16, was assigned to a master craftsman whose trade was to be learned. This apprentice not only worked for and learned from the master, but actually lived in the same home as part of the family during the apprenticeship which lasted several years.

In the shop, the apprentice was taught the skills of the trade, spending hours working under the careful supervision of the master. Work was checked every step of the way for skill and accuracy. In addition to learning the "secrets of the trade," the apprentice also learned to be industrious, reliable, and proud of good work. Such a skilled and honest craftsman was assured a position of honor and prosperity in the community.

After completing the apprenticeship, the young worker journeyed from one place to another, working and gaining experience on different jobs. Because of the traveling nature of the work, the worker was called a journeyman. This term is still used today for a craftsman who has acquired the skills of a trade.

The system of apprenticeship has proved to be an effective method for the acquisition of skills. It has survived through the ages. It is still widely used today. Government, at both the State and Federal level, has recognized the importance of apprenticeship in developing an adequate supply of skilled craftsmen for industrial growth and national defense. Laws have been passed to encourage the expansion of apprenticeship programs and to regulate their operations.

Because the demands of modern industry require a greater knowledge and skill on the part of craftsmen, the sponsors of apprenticeship programs today provide more systematically planned training than did the guildsmen of the past.

Standards of Apprenticeship:

Apprentice training programs may be conducted or sponsored by an employer, a group of employers, or a joint apprentice committee (JAC) representing both the employer(s) and the union. In order for the training program to be recognized by the government as a bona fide apprenticeship program, the sponsor must describe in writing exactly how the program is to be conducted, including how apprentices will be selected, what training the apprentice will receive, the length of the training period, and the wages to be paid to the apprentice. With the assistance of the State job training specialist or the Federal apprentice training representative, this information is developed and forwarded to the State Department of Labor's Bureau of Employability Development for review. If the training program meets the minimum standards as prescribed in State law and regulations, the program is approved and "registered" with the State of New York.

After the program is registered, the sponsor may begin to recruit and select apprentices. An agreement (sometimes called an indenture) is signed between the sponsor and each new apprentice which sets forth the wages to be paid and other conditions of training. When signing it, the sponsor agrees to train and teach the apprentice, and the apprentice agrees to work and learn. The name of each apprentice indentured is registered with the State Bureau of Employability Development.

The road to becoming a qualified journeyman is neither an easy nor a short one. The term of apprenticeship is normally two years or more, with the length depending upon the skill requirements of the

specific trade. The majority of programs require four years to complete. At least 2,000 hours of on-the-job training are required each year. The term of apprenticeship may be reduced somewhat if the employer agrees to grant credit for previous training or work experience or if the apprentice proves unusually quick in learning the skills of the trade.

While in the program the apprentice must spend at least 144 hours per year in classes or related instruction. These classes, provided by the local public school system, by the sponsor, by community colleges, or by other delivery systems, give the apprentice the knowledge of theory necessary for the craft.

Apprenticeship is an economic system as well as a training system. The costs of training, which the employer must bear, are substantial. The employer must pay wages to the new apprentice before the worker becomes productive and must pay journeyman wages to the craftsmen during the nonproductive time spent teaching the apprentice. To help compensate the employer for some of these costs, a system of progressive wage rates is provided in apprenticeship programs. The starting wage for an apprentice is generally about one-half the wage rate for the qualified journeyman.

As the apprentice gains skill, periodic wage increases are given, usually every 6 months. The schedule of wage rates and time periods are structured so that at the end of the term of training the apprentice will be receiving the journeyman's rate of pay. At this time, the apprentice is expected to be as productive as the journeyman.

The Apprenticeship Experience:

The skilled occupations, recognized as apprenticeable trades, are learned through a learning-by-doing method and through the formal classroom method of related instruction. The approved standards for each training program include a list of all of the work processes that each apprentice must experience and master by moving from one job to another during the training period. Appendix D contains a list of apprenticeable trades, Appendix E contains a "work processes" sample, and Appendix F contains a "related instruction" sample.

The work processes in which the apprentice receives supervised training on the job and related instruction in the classroom are arranged in sequential order.

For example, a machinist apprentice may spend the first few weeks on the job as a toolroom attendant and learn the names and uses of the tools and give them out as they are called for. After completing the toolroom experience, he is assigned to a machine. It is the function of the supervisor of apprentices, or whoever is assigned the responsibility for training, to move the apprentice from one operation to the next to insure a well-rounded work experience. At the end of the 4-year term, the machinist apprentice has learned to perform operations with a high degree of accuracy with all types of materials on all types of lathes, milling machines, grinders, planers, shapers, and other machines. In addition, the apprentice has learned heat treatment techniques, bench work, and general machinery repair.

In the related instruction class, the apprentice has learned the mathematics which machinists must know, the quick checks, and the practical methods necessary for speed and accuracy. Blueprint reading, mechanical drawing, safety, physics, and other sciences related to the work are learned; the apprentice also gains insights into the economic world, including industrial history, management, and industrial labor relations.

Completion of all the requirements of the registered apprenticeship program entitles the graduate to receive a New York State certificate of completion. This certificate attests to the attainment of certain minimum standards and is a passport to jobs all over the country. The craftsman who successfully completes both the work processes and related instruction inherent in the apprenticeship therefore acquires a certain status in the trade and possesses a certain identification with others who have had similar experiences.

Unique Delivery System for Related Instruction

Associate in Applied Science Program:

Traditionally, workers who have acquired their skills through nonacademic training programs, such as apprenticeship, have found themselves at a disadvantage because they lacked an academic educational background or a college diploma.

In recognition of this problem, the New York State Industrial Commissioner convened representatives of labor, management, government, education and the state apprenticeship training council in Albany on March 21, 1972 to explore the possibilities of establishing an associate degree program for apprentices.

The Commissioner proposed the possibility of linking the apprenticeship program with the community colleges so that both the on-the-job portions of the program and its related instruction could be credited toward a two-year degree program. There were 21 people in attendance, including 10 community college representatives. Subsequent meetings were held at many of the two-year colleges with representatives from the State Education Department and the Labor Department. The meetings included administrative and instructional staff from the community colleges as well as individuals from labor and/or management who had expressed an interest in the program. The State representatives served as catalysts. Program negotiations were handled by the local representatives.

This new concept provides an opportunity for apprentices to complete the requirements for a two-year college degree at the same time they are completing their apprenticeship training. A number of these programs have been organized since 1972 including: Sheet-metal Technology, Construction Technology, General Apprentice, Operating Engineer, Electrical Technology, and Automotive Technology.

The programs maintain high academic standards and the same curriculum requirements as other programs approved for the colleges. The apprentices receive a specific number of credit hours for the training they receive on the job. The balance of their credit requirements are offered through the community college.

The program has been received with enthusiasm by the unions, management, and apprentices. Even many journeymen with years of trade experience have enrolled. This is particularly significant when one realizes that schooling must be completed on a part-time basis.

Advantages of the Associate Degree:

Before this plan, apprentices received their skills training through on-the-job work experience and by non-credit college courses. Under this new program, the apprentice still takes college courses but now receives credit towards a degree.

College courses are beneficial in many ways. They enable the apprentice to more easily adapt to industry changes. The courses prescribed serve as a foundation for future training. The laboratories used in the colleges allow the instructor to set the proper pace for learning. This is an improvement over learning "on-the-job" where meeting the deadlines of production runs often hinders learning in the proper sequence at the optimum learning pace.

The students in college courses generally represent a cross-section of the industry. Classes usually have students with widely varying backgrounds and ages. This factor is good for the apprentice who will be able to exchange ideas with various levels and types of people, such as individuals from different unions, management personnel, persons who are upgrading their skills, and some regular college students who are seeking knowledge rather than career advancement.

Individual evaluation is an important part of apprenticeship programs in colleges. Each applicant's experience and qualifications are evaluated. Individuals may be granted additional college credit for experience or prior education thus allowing them to waive certain courses.

This approach enables industry workers to continue technical education in college with a minimum of inconvenience. Also, employers and unions can continue to serve employees and members with education that provides the expertise required to meet today's employment needs.

The new program is not intended to replace the present apprenticeship training system but rather to complement it. For example, if there are approximately 13,000 registered apprentices in training at any given time in New York State, it is expected that about 2,000 apprentices will be working for associate degrees when this program reaches full maturity.

As indicated above, community college enrollment is one alternative delivery system for related instruction. There are other alternatives which are listed below.

Alternative Delivery Systems for Related Instruction:

In 1979, the Bureau of Occupational Education Research (BOER) of the State Education Department, was asked to analyze the existing and proposed delivery systems for related instruction in registered apprenticeship programs. The findings of this research identified six agencies which deliver related instruction:

Public School Districts (BOCES and City Schools)
Joint Apprenticeship Councils (at Public and JAC Schools)
Unions (at Public Schools and Union Facilities)
Employers (In-Plant Instruction)
Colleges (2-Year and 4-Year Institutions)
Private Trade Schools (Correspondence and Proprietary Schools)

These agencies which provide related instruction utilize several instructional modes, such as:

Classroom Instruction
Lab Instruction
Correspondence
Core Curriculum
Individualized Home Study

Further information concerning this program is available from the Bureau of Trade and Technical Education, State Education Department, Albany, New York 12230, telephone 518, 474-3973.

New Developments for the Delivery of Related Instruction

Cooperative Apprenticeship Program:

Many high school graduates with high mechanical aptitudes who have had in-school training and on-the-job experience are being lost to the apprenticeship program. This loss is generally a result of the lapse of time between the completion of their secondary schooling and the time when they would enter into apprenticeship.

The cooperative apprenticeship program enrolls in apprenticeship programs secondary students who are in bona fide cooperative

education programs. All the apprenticeship enrollment requirements are followed so that in fact they become part of the apprenticeship program. They then continue their secondary education and cooperative education program and upon completion of their high school work continue on as full-time apprentices. The work completed in high school is credited toward their indenture period.

It is notable that this program operates primarily under the direction and through the initiative of local secondary school educators, who are responsible for apprenticeship-related instruction, and Labor Department officials responsible for apprenticeship. To date the program has been operating with no financial assistance from the State or Federal governments. Unfortunately, this has reduced the potential enrollments.

Individualized Home Study:

This program has the advantage of tailor-making related instruction programs specific to the apprentice's trade and need. In addition, it requires a minimum of class attendance with much of the work being done at home, thus lessening commutation problems.

The individualized home study program was piloted by the New York City Board of Education. It is a flexible method for supplying related instruction specific to a trade and can provide related instruction to 1-15 apprentices in as many different trades in one class grouping. It can be used as the sole system or in a package as part of other related instruction delivery systems. Basically, each apprentice meets with an instructor/coordinator in a training center, as little as twice a month or as often as needed. The instructor/coordinator is supported by a group of adjunct teachers with trade experience in the apprentices' trades. The adjunct teacher assigns work and corrects the apprentices' work. The apprentice does the bulk of his/her studies at home using local libraries and borrowed materials available from the home study center.

PART II

THE ADMINISTRATION OF APPRENTICESHIP

Part II summarizes legislation and describes the roles and responsibilities of the various State and Federal agencies concerned with apprenticeship. This information should be of value to potential program sponsors in identifying the nature of services provided by governmental agencies.

A. Legislative Background

Government has long recognized the socioeconomic impact that apprenticeship training has had upon the development of this nation. As a result, both the Federal and State governments have enacted legislation to insure the development and continuation of high quality apprenticeship training programs.

Laws regulating apprenticeship agreements have been on New York State's statute books since 1830, although decrees concerning the instruction of apprentices can be traced to colonial times. In 1871, as a result of craft union agitation, a law was enacted in New York State requiring all indentures to be in writing and to specify employer and apprentice responsibilities. This law also provided for penalties such as imprisonment or a fine for violation of the agreement. In a comprehensive report handed down by the attorney general in 1889, the 1871 law was declared for all intent and purposes unenforceable. In 1896, the apprenticeship law was recodified and became Article VII of the Domestic Relations Law. The required contents of the indenture agreement were redefined. The statute specified who could legally sign the agreement and provided penalties for violation of the agreement.

A special inquiry was conducted in 1907-08 examining the operation of apprenticeship training programs. As a result, the New York State Education Department initiated special courses in evening schools for registered apprentices. In 1935, an advisory Council on Apprenticeship Training was named by the Board of Regents to cooperate with industry, unions, and public agencies to promote the development of apprenticeship programs.

In 1941, legislation directed the Governor, upon joint recommendation of the Commissioner of Education and the Industrial Commissioner, to appoint an Apprenticeship Council composed of three representatives each from employer and employee organizations and one representative of the general public to act as chairman. The Council was authorized to establish standards for apprenticeship agreements, adopt rules and regulations, compile data necessary to determine trends of employment opportunity in various trades, and terminate any apprenticeship agreements. The legislation also provided that a supervisor of apprenticeship training in the Labor Department be in charge of the promotion of apprenticeship training

and a supervisor of apprenticeship training in the Education Department be in charge of the development and supervision of related technical courses provided by public schools.

In 1945, the Apprenticeship and Training Council was included under Article 23 of the State Labor Law. Amendments to Article 23 in 1961 and 1968 altered the role of the Apprenticeship Council to that of an advisory body to the Industrial Commissioner, delegated broader executive powers to the Commissioner, increased the council membership to 15 in order to promote broader industrial and geographic representation, and changed the council's name to the State Apprenticeship and Training Council to more adequately reflect the nature of its activities. Article 23 is contained in Appendix A.

The National Apprenticeship Act of 1937 (The Fitzgerald Act) became basic Federal law establishing apprenticeship policy. Under this law, the Secretary of Labor was authorized to promote the advancement of labor standards as safeguards for the apprentice, establish basic training standards, and encourage the states to cooperate toward these ends. With the passage of this act the U.S. Congress went on record as recognizing that training skilled workers was a matter for public concern.

The development of apprenticeship training programs was significantly affected by two divergent types of legislation enacted on both the State and Federal levels subsequent to the passage of The Fitzgerald Act.

The first type of legislation provided for financial assistance to individuals receiving training. Public Law 346 (U.S.) was the first "GI bill." Under this law, the returning veterans of World War II were provided with financial assistance if they were enrolled in a recognized apprenticeship training program. In effect, the GI bill subsidized apprenticeship training just as it did for formalized education. This financial assistance was also made available under Public Law 550 for veterans of the Korean conflict and under Public Law 90-77 for the veterans returning during the Vietnam era.

The second type of legislation sought to provide equal opportunity to all individuals seeking apprenticeship training. Title 29, Part 30, added to the Code of Federal Regulations in 1964, established policies and procedures providing for equality of opportunity in all registered apprenticeship programs.

In New York State, Section 296 of the Executive Law, adopted in 1964, provided that there shall be equal opportunity in all phases of

apprenticeship, with no discrimination based on race, creed, color, or national origin, and that all selections for registered apprenticeship programs shall be made in accordance with objective standards which permit review.

Effective September 1, 1964, a mandatory code of formal regulations was promulgated by the Industrial Commissioner to implement this law. These regulations indicated for program sponsors the means to comply with the law, thus assuring nondiscrimination in registered apprenticeship programs. The code provided submission of written selection standards and procedures to the Bureau of Employability Development for approval prior to registering apprenticeship training programs, public notice of apprenticeship opportunities, appointment of apprentices in order of rank after they have displayed qualifications, maintenance of complete records of the selection process, right of appeal to the State Division of Human Rights in cases of alleged discrimination, and termination of registration of programs found in noncompliance.

In April 1971, amendments to the Federal regulations on equal employment opportunity in apprenticeship (title 29 CFR part 30) became effective. This necessitated the revision of the State regulation which was promulgated by the Industrial Commissioner, effective January 1, 1972. The new regulation, "Equal Employment Opportunity in Apprenticeship Training," contained in Appendix C, mandated that all sponsors of registered apprenticeship training programs take affirmative action to provide equal opportunity in apprenticeship as well as prohibit discriminatory practices. The goal of affirmative action legislation was to achieve representation of minority groups in apprenticeship in the proportion to their ratio in the local work force. This reflected the trend toward greater involvement of women in some of the apprenticeable trades which historically had been dominated by men.

After a statewide series of public hearings conducted by the State Apprenticeship and Training Council, new "Regulations Governing the Registration of Apprenticeship Programs and Agreements" were promulgated by the Industrial Commissioner effective December 4, 1973. These regulations, contained in Appendix B, established procedures and standards to insure that only those programs of the highest possible quality receive State registration.

In 1975, policy was established by the State Labor Department which made it mandatory that related instruction be available to each program and apprentice as a prerequisite for registration.

B. Functions of Government

Several agencies on the Federal and State levels, as well as the New York State Apprenticeship and Training Council, are directly concerned with the promotion, development, and conduct of apprenticeship training programs.

On the State level, the agencies are the Department of Labor, Job Service Division, through its Apprentice Training Section, and the State Education Department, Division of Occupational Education Instruction through its Bureau of Trade and Technical Education.

Also, the State Commissioner of Education, the Industrial Commissioner, and the State Commissioner of Commerce are ex officio members of the State Apprenticeship Council without vote.

On the Federal level, the agencies are the Bureau of Apprenticeship and Training of the United States Department of Labor and the United States Veterans Administration. The activities and responsibilities of all these agencies as they relate to apprenticeship will be described in this section.

- State Level -

1. The New York State Department of Labor.

The Department of Labor is designated as the State apprentice training agency in New York. Article 23 of the State Labor Law and Section 296 of the Executive Law provides the statutory mandates which outline the responsibilities and powers of the Department of Labor with regard to apprenticeship training. Under these laws, the Industrial Commissioner is made responsible for the promotion, development, and maintenance of apprenticeship agreements in addition to administering the equal employment opportunity regulations governing apprenticeship training programs. The powers and duties of the Industrial Commissioner are set forth in Article 23, Section 811.

On the operating level, the Industrial Commissioner's responsibilities are delegated to the Bureau of Employability Development which is part of the Job Service Division. The Apprentice Training Section is headquartered in Albany. Job field training staff assigned to the job service district offices work directly with program sponsors and would-be-sponsors to promote, develop, register and service the individual programs.

a. Promotion

Job training specialists visit employers and unions to explain the advantages of apprenticeship training programs and to encourage the establishment of registered programs. They also engage in public speaking to promote interest in apprenticeship training and to create awareness of opportunity.

b. Development and Registration

When a prospective sponsor shows interest, a job training specialist assists the sponsor in developing an apprenticeship program after assurance that:

- the proposed program is for an occupation designated as apprenticeable;
- the designated local education agency has identified available related instruction;
- the sponsor is able and willing to conduct quality training in accordance with approved standards for the particular trade, and
- the sponsor is willing to comply with the provisions of the "Regulations Governing the Registration of Apprenticeship Programs and Agreements" and the "Equal Employment Opportunity In Apprenticeship Training Regulations."

All programs developed in accordance with these standards are submitted to the Bureau of Employability Development for review and registration.

The program is reviewed and registered with apprentices selected in accordance with the "Equal Employment Opportunity Regulations." The job training specialist assists the sponsor and the prospective apprentice with completion of the indenture agreement.

The specialist notifies the appropriate designated local education agency of the indenture. The agency then assigns the new apprentice to an approved course of related instruction and so notifies the apprentice, the facility, and the job training specialist.

c. Maintenance and Service

The job training specialist is required to make two maintenance visits per year to the sponsors of each program. During these visits, he determines if:

- apprentices are receiving training as specified in the approved program standards;
- adequate records are being maintained;
- related instruction is available and apprentices are attending;
- wages are being paid in accordance with the program standards;
- revisions need to be made in the program standards;
- program standards are in compliance with the "Equal Employment Opportunity in Apprenticeship Training Regulations," and the "Regulations Governing the Registration of Apprenticeship Programs and Agreements";
- new apprentices are properly registered, and
- apprenticeship completers are properly credited.

Service visits are generally made at the request of a program sponsor between scheduled maintenance calls. A sponsor may require assistance in arranging for new apprentice recruitment (affirmative action, testing, change in recruitment process, and so forth) or in amending the program standards (work process, related instruction, minimum requirements, and so forth); visits may be made to collect specific program data which may be required for special studies.

Compliance visits are made for the specific purpose of explaining apprenticeship equal opportunity requirements and assisting program sponsors in developing standards and procedures for the recruitment and selection of apprentices in accordance with State regulations.

d. Certificate of Completion

After an apprentice completes training in a registered apprenticeship program, the program sponsor certifies to the Bureau of Employability Development that the apprentice has satisfactorily completed the on-the-job training required. The Bureau of Employability Development requests the designated local education agency to certify that the required related instruction has now been completed. All apprentices who complete the on-the-job training and the related instruction requirements get a certificate of completion signed by the Industrial Commissioner. This document certifies that the apprentice has served an apprenticeship of a fixed length, in a specific trade, in the employ of a registered apprenticeship program, under standards approved by the Industrial Commissioner, and has qualified as a journeyman.

e. Approval of Programs for Veterans

Under Public Law 90-77, qualified veterans are eligible for financial assistance if enrolled in an approved program of apprenticeship on a full-time basis. To protect the veteran, apprenticeship training programs must be approved by a designated approval body before training assistance allowances can be authorized. The United States Veterans Administration has designated the Department of Labor, Job Service Division as the authorized approval body in New York State.

The approval of a veteran's apprenticeship training program is handled in the same manner as a regular apprenticeship program. The job training specialist is responsible for promotion, development, and maintenance of an approved program. Final approval resides with the central office in Albany. The central office notifies the appropriate Veterans Administration Regional Office, located in New York City or Buffalo, of the approval. The individual veteran is responsible for securing the certificate of eligibility from the Veterans Administration, the agency which issues the benefit checks. This certificate establishes the length of time the veteran is eligible for benefits.

A veteran's training coordinator, located in the Job Service Division's Bureau of Employability Development, is responsible for providing technical assistance to the Apprentice Training Section and serves as a liaison between the State Department of Labor and the United States Veterans Administration on matters related to veterans' training programs.

2. The New York State Apprenticeship and Training Council

The council, appointed by the Governor, serves as an advisory body to the State Industrial Commissioner on matters relating to the State's apprenticeship program.

The council is composed of a total of 15 members: seven representatives of employees, seven representatives of management, and a public member, who by law is the chairman. The Commissioner of Education, the Industrial Commissioner, and the Commissioner of Commerce are ex officio members.

In addition to giving advice on the full spectrum of apprenticeship programs and training in the State, the council also has statutory responsibility for:

- recommending standards for apprenticeship agreements;
- maintaining close relationships with public and private agencies concerned with the development of skilled manpower, and
- recommending research projects on facts and trends in apprenticeship training.

The council is responsible for the conduct of hearings for the formal deregistration of apprenticeship programs.

3. New York State Education Department, Bureau of Trade and Technical Education

The State Education Department is designated as the State agency responsible for the provision of related and supplemental instruction for apprentices. Article 23 of the State Labor Law, Section 812, mandates this responsibility.

The State Education Department's Office for Occupational and Continuing Education, Division of Occupational Education Instruction, through its Bureau of Trade and Technical Education, coordinates activities with the Apprentice Training Section and local boards of education in arranging for related and supplemental instruction classes. The Bureau of Trade and Technical Education is responsible for the provision of related instruction for all apprentices.

The Bureau of Trade and Technical Education administers related instruction to apprentices through various Designated Local Education Agencies (DLEA's) such as Boards of Cooperative Educational Services (BOCES) or city school districts. The DLEA is the administrative unit representing the Bureau of Trade and Technical Education on the local level. Related instruction is offered through the DLEA by a variety of training agencies which could include the DLEA itself, joint apprenticeship councils, private agencies, or post-secondary institutions.

All aspects of related instruction must be approved by the Bureau of Trade and Technical Education in accordance with the Education Law. The bureau responsibilities delegated to the DLEA's include:

- determining the feasibility and effectiveness of a program's related instruction;
- determining the availability of related instruction;
- determining conditions under which classes of related instruction may be made available;
- assigning apprentices to classes of related instruction;
- approving advance credit for related instruction for previously completed courses and where previous credit is granted for the on-the-job phase;
- supervising related instruction; and
- certifying successful completion of related instruction requirements for individual apprentices.

As is obvious from the preceding paragraphs, the horizontal and vertical relationships found in administering apprenticeship training related instruction programs can become complex.

The cost of related instruction to local boards can be met through a variety of procedures that go beyond State and Federal funding: for example, through tuition paid by apprentices, through contributions from joint apprenticeship councils, and through cost absorption by local boards, employer management, and employee unions.

- Federal Level -

1. Bureau of Apprenticeship and Training

The National Apprenticeship (Fitzgerald) Act of 1937 is the legal basis for Federal apprenticeship policy. The Bureau of Apprenticeship and Training (BAT) of the United States Department of Labor is responsible for implementation of this act. The bureau endeavors to stimulate and assist industry and organized labor to develop, expand, and improve apprentice training programs. The bureau maintains a field staff with offices in every State to work with State apprenticeship agencies, trade and industrial education institutions, management, and labor to promote and maintain sound apprenticeship training programs.

The structure of the Federal Bureau of Apprenticeship and Training closely parallels that of the Bureau of Employability Development in New York State. The Federal BAT regional headquarters is located in New York City under the administration of a regional director. The regional office has area responsibility for New York, New Jersey, Puerto Rico, and the Virgin Islands. New York State is served by a State supervisory staff, with offices in Albany, and a field staff. The Federal apprenticeship and training representatives provide the same services as the State staff. All programs developed by the Federal staff are submitted to the State Bureau of Employability Development for review and registration.

2. The Veterans Administration

The Veterans Administration, on the Federal level, acts as a service organization to the veteran, overseeing the expenditure of funds and services available to him.

Although the Administration has granted the State Department of Labor authority to approve programs, as previously described, the Veterans Administration retains the responsibility for determining the eligibility of veterans and payment of benefits. The individual veteran is responsible for securing his certificate of eligibility from the Veterans Administration. This certificate establishes the length of time the veteran is eligible for benefits.

PART III

THE EXTENT OF APPRENTICESHIP

Part III contains the 1979 program data on apprentices and programs. These tables should provide a valuable source of information for program administration at all levels of government.

Highlights of 1979 Statistics on Registered Apprenticeship in New York State as of December 31, 1979

- The number of apprentices in training at the end of 1979 was 14,841.
- Of the above 14,841 active apprentices, 34 percent were veterans; 8 percent were black; 4.5 percent had Spanish surnames; 3.23 percent were female; 1.46 percent were handicapped.
- The 14,841 apprentices were enrolled in 3,036 programs; 31 percent of these apprentices and 11 percent of these programs were located in the New York metropolitan district.
- Most of the active apprenticeship programs are small in size; 68 percent have either 1 or 2 apprentices.
- Joint union-employer apprenticeship committees sponsored 27 percent of the programs, which enrolled 71 percent of the apprentices. The remaining apprentices were in programs sponsored by employers without joint union participation.
- Programs in the construction trades enrolled 41 percent of the apprentices.
  Programs in the metal manufacturing trades enrolled 17 percent.
  Programs in the service and repair trades enrolled 13 percent.
  Programs in medical trades enrolled 10 percent.
  Programs in the printing trades enrolled 4 percent.
  Programs in other manufacturing trades enrolled 3 percent.
  Programs in governmental trades enrolled 10 percent.
- A total of 951 new programs was registered and 864 programs were inactivated during 1979.
- A total of 6,948 apprentices entered the program during 1979. Approximately 41 percent of these new apprentices received an average of 11 months credit toward their term of apprenticeship because of previous job and/or educational experience.
- A total of 4,499 apprentices left the program during 1979. Of those who left, 1,917 completed their apprenticeship while 2,582 terminated for other reasons.

* * * * * * * *

The above statistical highlights for 1979 can be compared with the 1973-1978 data by consulting Table 12 on page 43.

A. Related Instruction

As of 1975, official Department of Labor policy prohibits the registration of apprentices and programs for which related instruction is not available. Thus, all apprentices listed in the following tables receive related instruction.

B. Apprentice and Program Data

		Page
Table 1:	Active Apprentices and Programs by Type of Program, New York State, as of December 31, 1979	25
Table 2:	Active Apprentices by Veteran Status and Ethnic Group, as of December 31, 1979	27
Table 3:	New Registrations, Apprentices and Programs for the Period January 1 - December 31, 1979	29
Table 4:	Apprentice Exits by Reason and Programs Inactivated for the Period January 1 - December 31, 1979	31
Table 5:	Apprentice Exits by Characteristics and Reason for the Period January 1 - December 31, 1979	33
Table 6:	Number of New Apprentices Granted Advanced Credit and the Amount by Reason and Trade for the Period January 1 - December 31, 1979	37
Table 7:	Number of Active Apprentices Granted Advanced Credit and the Amount by Reason and Trade as of December 31, 1979	38
Table 8:	Size of Active Programs by Trade as of December 31, 1979	39

Table 9: Active Apprentices and Programs by Veteran Status and Ethnic Group, as of December 31, 1979 40

Table 10: New Registrations - Apprentice and Programs for the Period January 1 - December 31, 1979 (Regional summaries for Table 3) 41

Table 11: Apprentice Exits by Reason and Programs Inactivated for the Period January 1 - December 31, 1979 (Regional Summaries for Table 4) 42

Table 12: New York State Apprenticeship Data: (As of December 31 each year) 1973-1979 43

NOTE: Column headings and titles are reproduced directly from official Department of Labor printouts.

TABLE 01 PAGE 1

ACTIVE APPRENTICES AND PROGRAMS BY TYPE OF PROGRAM, AS OF DEC., 1979

STATE OF NEW YORK

		APPRENTICES					PROGRAMS				
		TOTAL	TYPE OF PROGRAM				TOTAL	TYPE OF PROGRAM			
			IND JOINT	IND NONJOINT	GROUP JOINT	GROUP NONJOINT		IND JOINT	IND NONJOINT	GROUP JOINT	GROUP NONJOINT
	ALL TRADES TOTALS	14840	4049	6329	6462	0	3836	595	2229	212	0
1	CONSTR & ALLIED TR	6029	172	597	5260	0	347	79	300	168	0
11	BRICK MARBLE CEMENT	316	6	9	301	0	33	1	8	24	0
12	WOODWORKING TRADES	914	48	44	830	0	84	21	37	26	0
13	PLUMBING-HTG TRADES	1333	24	243	1066	0	139	8	99	32	0
14	INTERIOR FINISH TR	218	25	16	177	0	33	13	4	16	0
15	SHEETMTL-IRON-ROOFNG	887	25	60	802	0	67	14	25	28	0
16	TILE-GLASS-FLOOR TR	79	2	27	50	0	34	2	25	7	0
17	ELECTRICAL TRADES	2134	58	181	1895	0	129	28	82	27	0
18	OTHER CONSTR TRADES	148	0	17	131	0	28	0	20	8	0
2	PRINTING & ALLIED TR	606	199	102	305	0	183	64	97	22	0
21	ENGRAV-COMP EXC LITH	30	11	13	6	0	27	9	14	4	0
22	PRESS TRADES	172	93	31	48	0	54	18	30	6	0
23	LITHOGRAPHIC TRADES	336	52	42	242	0	79	30	40	9	0
24	BINDERY TRADES	40	32	8	0	0	17	6	10	1	0
25	OTHER PRINTING TRADE	28	11	8	9	0	6	1	3	2	0
3	METAL-ALLIED TRADES	2539	602	1807	130	0	879	155	716	8	0
31	TOOL & DIE TRADES	998	229	768	1	0	348	47	300	1	0
32	OTHER MACH SHOP TR	1221	308	850	71	0	389	82	301	6	0
33	PRIMARY METAL TRADES	259	64	137	58	0	110	24	85	1	0
34	OTHER METAL TRADES	61	9	52	0	0	32	2	30	0	0
4	OTHER MFG TRADES	440	84	254	102	0	177	63	110	4	0
41	JEWELRY MFG TRADES	14	3	11	0	0	10	2	8	0	0
42	TEXTILE & APPAREL TR	50	45	5	0	0	53	47	6	0	0
43	ELECTRICAL MFG TRADE	65	5	60	0	0	26	1	24	1	0
44	WOODWORKING TRADES	167	15	51	101	0	53	9	42	2	0
45	STONE-CLAY-GLASS MFG	126	14	111	1	0	22	3	18	1	0
46	OTHER MFG TRADES	18	2	16	0	0	13	1	12	0	0
5	SERVICE-REPAIR INDUS	1946	289	1046	611	0	971	118	847	6	0
51	AUTOMOTIVE	490	88	402	0	0	428	38	390	0	0
52	RAILROAD TRADES	3	0	3	0	0	2	0	2	0	0
53	AIRCRAFT TRADES	13	4	9	0	0	9	2	7	0	0
54	ELECTRICAL REPAIR TR	208	68	132	8	0	93	20	72	1	0
55	FOOD TRADES	170	67	103	0	0	134	43	91	0	0
56	OTHER SERV-REPAIR TR	1062	62	397	603	0	313	23	285	5	0
6	PLANT MAINTENANCE	278	157	112	9	0	156	66	87	3	0
61	BRICK MARBLE CEMENT	3	2	1	0	0	3	2	1	0	0
62	WOOD-WORKING TRADES	5	2	3	0	0	7	3	4	0	0
63	PLUMBING HTG TRADES	32	22	10	0	0	17	10	7	0	0
64	INTERIOR FINISH TR	4	2	2	0	0	4	2	2	0	0
65	SHEETMTL-IRON-ROOFNG	17	11	6	0	0	9	4	5	0	0
66	TILE-GLASS-FLOOR TR	80	47	31	2	0	48	13	34	1	0
67	ELECTRICAL TRADES	97	61	29	7	0	53	26	25	2	0

ACTIVE APPRENTICES AND PROGRAMS BY TYPE OF PROGRAM.AS OF DEC.,1979

STATE OF NEW YORK

		APPRENTICES					PROGRAMS				
		TOTAL	TYPE OF PROGRAM				TOTAL	TYPE OF PROGRAM			
			IND JOINT	IND NONJOINT	GROUP JOINT	GROUP NONJOINT		IND JOINT	IND NONJOINT	GROUP JOINT	GROUP NONJOINT
68	OTHER CNST TRADES	7	3	4	0	0	2	1	1	0	0
69	WELDING TRADES	33	7	26	0	0	13	5	8	0	0
7	TECHNICAL	32	0	32	0	0	12	0	12	0	0
73	COMPUTER RLTD	21	0	21	0	0	2	0	2	0	0
74	RETAIL/WHLSLE SERVC	11	0	11	0	0	10	0	10	0	0
8	MEDICINE	1415	1369	1	45	0	20	18	1	1	0
80	MEDICAL TRADES	1415	1369	1	45	0	20	18	1	1	0
9	GOVERNMENT	1555	1177	378	0	0	91	32	59	0	0
92	LAW ENFORCEMENT	1555	1177	378	0	0	91	32	59	0	0

Four trade groups have been added to Table #1 since 1977; namely, Plant Maintenance, Technical, Medicine, and Government.

These additions resulted from the Statewide effort to expand the number of apprenticeable trades in occupations historically not considered apprenticeable such as Computer Analyst/ Programmer, Emergency Medical Technician, Fire Fighter, and Police Officer.

DEFINITIONS

INDIVIDUAL JOINT means that the program is sponsored jointly by an individual employer and the employee group.

INDIVIDUAL NONJOINT means that the program is sponsored solely by an individual employer.

GROUP JOINT means that the program is sponsored jointly by a group of employers and the employee group.

GROUP NONJOINT means that the program is sponsored solely by a group of employers.

ACTIVE APPRENTICES BY VETERAN STATUS AND ETHNIC GROUP, AS OF DEC.,1979

STATE OF NEW YORK

		TOTAL	VETERAN	WHITE	BLACK	AMER INDIAN	ORIEN	ETHNIC IHA	GROUP NEC	SPAN AMER	WHITE-SP AME	MALE	FEMALE	HANDI-CAPPED
	ALL TRADES TOTALS	14840	5034	13461	1139	105	135	0	0	668	571	14361	479	216
1	CONSTR & ALLIED TR	6829	1008	5304	566	76	83	0	0	331	274	5897	132	69
11	BRICK MARBLE CEMENT	316	54	270	41	3	2	0	0	11	10	307	9	2
12	WOODWORKING TRADES	914	127	788	112	6	8	0	0	58	27	881	33	7
13	PLUMBING-HTG TRADES	1333	253	1222	99	9	3	0	0	49	45	1309	24	19
14	INTERIOR FINISH TR	218	37	183	24	6	5	0	0	22	21	205	13	1
15	SHEETMTL-IRON-ROOFNG	887	181	745	94	30	18	0	0	27	19	876	11	4
16	TILE-GLASS FLOOR TR	79	18	73	5	1	0	0	0	6	6	77	2	0
17	ELECTRICAL TRADES	2134	285	1883	184	20	47	0	0	154	142	2101	33	33
18	OTHER CONSTR TRADES	148	45	140	7	1	0	0	0	4	4	141	7	3
2	PRINTING & ALLIED TR	606	245	577	26	0	3	0	0	24	22	587	19	6
21	ENGRAV-COMP E/C LITH	38	12	29	1	0	0	0	0	2	2	23	7	2
22	PRESS TRADES	172	71	164	8	0	0	0	0	5	4	171	1	2
23	LITHOGRAPHIC TRADES	336	128	323	11	0	2	0	0	14	13	327	9	0
24	BINDERY TRADES	48	24	39	1	0	0	0	0	1	1	38	2	1
25	OTHER PRINTING TRADE	28	10	22	5	0	1	0	0	2	2	28	0	1
3	METAL-ALLIED TRADES	2539	775	2403	112	10	14	0	0	58	44	2467	72	69
31	TOOL & DIE TRADES	990	224	958	31	2	7	0	0	28	17	959	31	31
32	OTHER MACH SHOP TR	1221	442	1138	69	8	6	0	0	23	20	1194	27	23
33	PRIMARY METAL TRADES	259	92	248	10	0	1	0	0	7	7	258	1	12
34	OTHER METAL TRADES	69	17	67	2	0	0	0	0	0	0	56	13	3
4	OTHER MFG TRADES	448	148	393	36	2	9	0	0	24	18	392	48	12
41	JEWELRY MFG TRADES	14	2	12	2	0	0	0	0	1	1	12	2	0
42	TEXTILE & APPAREL TR	38	7	37	4	0	7	0	0	5	4	26	24	2
43	ELECTRICAL MFG TRADE	65	30	60	4	0	1	0	0	4	4	65	0	3
44	WOODWORKING TRADES	167	38	148	10	0	1	0	0	14	9	161	6	3
45	STONE-CLAY-GLASS MFG	126	61	121	4	1	0	0	0	0	0	111	15	3
46	OTHER MFG TRADES	18	10	15	2	1	0	0	0	0	0	17	1	1
5	SERVICE-REPAIR INDUS	1946	882	1742	178	10	16	0	0	145	135	1908	44	49
51	AUTOMOTIVE	498	263	441	42	2	5	0	0	21	28	484	6	18
52	RAILROAD TRADES	3	3	3	0	0	0	0	0	0	0	3	0	0
53	AIRCRAFT TRADES	13	13	13	0	0	0	0	0	0	0	13	0	0
54	ELECTRICAL REPAIR TR	288	128	188	19	1	0	0	0	6	5	195	13	8
55	FOOD TRADES	178	49	158	11	0	1	0	0	29	29	168	10	3
56	OTHER SERV-REPAIR TR	1062	426	939	106	7	10	0	0	89	81	1045	17	20
6	PLANT MAINTENANCE	278	129	266	11	0	1	0	0	4	3	277	1	6
61	BRICK MARBLE CEMENT	3	1	3	0	0	0	0	0	0	0	3	0	0
62	WOOD-WORKING TRADES	5	3	5	0	0	0	0	0	0	0	5	0	0
63	PLUMBING HTG TRADES	32	18	29	3	0	0	0	0	1	1	32	0	1
64	INTERIOR FINISH TR	4	4	4	0	0	0	0	0	0	0	4	0	0
65	SHEETMTL-IRON-ROOFNG	17	5	17	0	0	0	0	0	0	0	17	0	0
66	TILE-GLASS-FLOOR TR	80	39	77	2	0	1	0	0	1	1	79	1	5
67	ELECTRICAL TRADES	97	40	93	4	0	0	0	0	2	1	97	0	0

ACTIVE APPRENTICES BY VETERAN STATUS AND ETHNIC GROUP, AS OF DEC.,1979

STATE OF NEW YORK

		TOTAL	VETERAN	ETHNIC GROUP											
				WHITE	BLACK	AMER INDIAN	ORIEN	HISP ANA	NEC	SPAN AMER	WHITE-SP AME	MALE	FEMALE	HANDICAPPED
68	OTHER CNST TRADES	7	3	5	2	0	0	0	0	0	0	7	0	0
69	WELDING TRADES	33	16	33	0	0	0	0	0	0	0	33	0	0
7	TECHNICAL	32	14	32	0	0	0	0	0	0	0	26	6	1
73	COMPUTER RLTD	21	7	21	0	0	0	0	0	0	0	16	5	0
74	RETAIL/WHLSLE SERVC	11	7	11	0	0	0	0	0	0	0	10	1	1
8	MEDICINE	1415	849	1315	88	5	7	0	0	21	17	1274	141	1
89	MEDICAL TRADES	1415	849	1315	88	5	7	0	0	21	17	1274	141	1
9	GOVERNMENT	1555	1000	1429	122	2	2	0	0	69	58	1541	14	3
92	LAW ENFORCEMENT	1555	1000	1429	122	2	2	0	0	69	58	1541	14	3

Since 1977, the handicapped column has been added to Table #2, Table #3, and Table #5.

A handicap on this table has been defined as a physical, mental, or emotional impairment or condition found in the list of handicap codes recognized by the U.S. Employment Service.

TABLE 03 PAGE 1

STATE OF NEW YORK

NEW REGISTRATIONS - APPRENTICES AND PROGRAMS FOR THE PERIOD JAN. - DEC.,1979

		APPRENTICES													PROGRAMS
		TOTAL	VET	WHITE	BLACK	AMER INDIAN	ORIEN	INA	NEC	SPAN AMER	WHITE SP AME	MALE	FEMALE	HANDICAPPED	TOTAL
	ALL TRADES TOTALS	6948	2489	6173	677	43	55	0	8	383	315	6689	339	93	951
1	CONSTR & ALLIED TR	2539	414	2178	308	33	28	0	0	150	112	2436	103	11	127
11	BRICK MARBLE CEMENT	155	35	126	28	3	0	0	0	3	3	149	6	1	4
12	WOODWORKING TRADES	592	73	481	100	3	8	0	0	47	14	558	34	3	23
13	PLUMBING-HTG TRADES	467	79	434	27	4	2	0	0	26	25	449	18	3	38
14	INTERIOR FINISH TR	188	22	91	13	2	2	0	0	9	9	99	9	1	6
15	SHEETMTL-IRON-ROOFNG	436	81	351	67	15	3	0	0	9	8	427	9	0	15
16	TILE-GLASS-FLOOR TR	58	9	45	4	1	0	0	0	4	4	48	2	0	14
17	ELECTRICAL TRADES	640	91	569	54	4	13	0	0	48	43	622	18	2	26
18	OTHER CONSTR TRADES	91	24	83	7	1	0	0	0	4	4	84	7	1	7
2	PRINTING & ALLIED TR	225	95	216	9	0	0	0	0	7	6	218	7	2	41
21	ENGRAV-COMP EXC LITH	7	3	7	0	0	0	0	0	1	1	5	2	0	4
22	PRESS TRADES	77	39	74	3	0	0	0	0	0	0	77	0	2	12
23	LITHOGRAPHIC TRADES	124	42	120	4	0	0	0	0	6	5	121	3	0	17
24	BINDERY TRADES	9	0	8	1	0	0	0	0	0	0	7	2	0	7
25	OTHER PRINTING TRADE	8	3	7	1	0	0	0	0	0	0	8	0	0	1
3	METAL-ALLIED TRADES	1087	342	956	45	1	5	0	0	19	18	979	28	16	228
31	TOOL & DIE TRADES	373	78	362	9	0	2	0	0	5	5	361	12	15	75
32	OTHER MACH SHOP TR	513	214	478	31	1	3	0	0	10	9	499	14	13	112
33	PRIMARY METAL TRADES	107	42	102	5	0	0	0	0	4	4	106	1	4	34
34	OTHER METAL TRADES	14	8	14	0	0	0	0	0	0	0	13	1	0	5
4	OTHER MFG TRADES	235	67	205	25	0	5	0	0	16	10	218	17	7	50
41	JEWELRY MFG TRADES	4	0	4	0	0	0	0	0	0	0	3	1	0	2
42	TEXTILE & APPAREL TR	22	2	16	3	0	3	0	0	1	1	16	6	1	7
43	ELECTRICAL MFG TRADE	31	15	28	2	0	1	0	0	1	1	31	0	2	18
44	WOODWORKING TRADES	113	19	95	17	0	1	0	0	14	8	108	5	3	20
45	STONE-CLAY-GLASS MFG	59	26	56	3	0	0	0	0	0	0	54	5	1	6
46	OTHER MFG TRADES	6	5	6	0	0	0	0	0	0	0	6	0	0	5
5	SERVICE-REPAIR INDUS	1017	503	898	105	6	8	0	0	101	94	996	21	32	388
51	AUTOMOTIVE	322	187	287	31	2	2	0	0	16	15	316	6	16	187
52	RAILROAD TRADES	4	4	4	0	0	0	0	0	0	0	4	0	0	2
53	AIRCRAFT TRADES	11	11	11	0	0	0	0	0	0	0	11	0	0	4
54	ELECTRICAL REPAIR TR	70	46	64	6	0	0	0	0	5	5	67	3	3	26
55	FOOD TRADES	86	37	81	5	0	0	0	0	5	5	82	4	4	51
56	OTHER SERV-REPAIR TR	524	218	451	63	4	6	0	0	75	69	516	8	9	118
6	PLANT MAINTENANCE	95	58	91	4	0	0	0	0	2	2	94	1	1	38
61	BRICK MARBLE CEMENT	8	0	8	0	0	0	0	0	0	0	8	0	0	0
62	WOOD-WORKING TRADES	2	1	2	0	0	0	0	0	0	0	2	0	0	2
63	PLUMBING HTG TRADES	10	5	8	2	0	0	0	0	0	0	10	0	0	3
64	INTERIOR FINISH TR	1	1	1	0	0	0	0	0	0	0	1	0	0	1
65	SHEETMTL-IRON-ROOFNG	6	1	6	0	0	0	0	0	0	0	6	0	0	2
66	TILE-GLASS-FLOOR TR	30	17	30	0	0	0	0	0	2	2	29	1	0	12
67	ELECTRICAL TRADES	30	17	29	1	0	0	0	0	0	0	30	0	1	14

NEW REGISTRATIONS - APPRENTICES AND PROGRAMS FOR THE PERIOD JAN. - DEC.,1979

STATE OF NEW YORK

		APPRENTICES													PROGRAMS
		TOTAL	VET	WHITE	BLACK	AMER INDIAN	ORIEN	IHA	HEC	SPAN AMER	WHITE SP AME	MALE	FEMALE	HANDICAPPED	TOTAL
68	OTHER CNS. TRADES	5	5	4	1	0	0	0	0	0	0	5	0	0	2
69	WELDING TRADES	11	5	11	0	0	0	0	0	0	0	11	0	0	2
7	TECHNICAL	32	14	32	0	0	0	0	0	0	0	28	4	2	13
73	COMPUTER RLTD	16	5	16	0	0	0	0	0	0	0	13	3	0	2
74	RETAIL/WHLSLE SERVC	16	9	16	0	0	0	0	0	0	0	15	1	2	11
8	MEDICINE	320	71	246	66	1	7	0	0	17	13	176	144	0	6
80	MEDICAL TRADES	320	71	246	66	1	7	0	0	17	13	176	144	0	6
9	GOVERNMENT	1478	933	1351	123	2	2	0	0	71	68	1464	14	2	48
92	LAW ENFORCEMENT	1478	933	1351	123	2	2	0	0	71	68	1464	14	2	48

-30-

See Appendix D beginning on page 94 for a complete listing of apprenticeable trades which are summarized within the above trade groups.

TABLE 94 PAGE 1

STATE OF NEW YORK

APPRENTICE EXITS BY REASON AND PROGRAMS INACTIVATED FOR THE PERIOD JAN. ,- DEC.,1979

		TOTAL	COMPLETE	APPRENTICES OTHER THAN COMPLETED					PROGRAMS INACTIVATED
				TOTAL	MILITARY SERVICE	QUIT	LAYOFF OTHER	TRANSFERS	
	ALL TRADES TOTALS	4499	1917	2582	14	1836	732	0	864
1	CONSTR & ALLIED TR	1572	738	834	4	607	223	0	139
11	BRICK MARBLE CEMENT	91	33	58	0	44	14	0	5
12	WOODWORKING TRADES	342	128	214	1	159	54	0	25
13	PLUMBING-HTG TRADES	287	174	113	3	68	42	0	31
14	INTERIOR FINISH TR	186	33	73	0	62	11	0	7
15	SHEETMTL-IRON-ROOFNG	277	111	166	0	150	16	0	15
16	TILE-GLASS-FLOOR TR	16	2	14	0	13	1	0	14
17	ELECTRICAL TRADES	389	220	169	0	91	78	0	24
18	OTHER CONSTR TRADES	64	37	27	0	20	7	0	18
2	PRINTING & ALLIED TR	162	57	105	0	76	29	0	59
21	ENGRAV-COMP EXC LITH	19	12	7	0	4	3	0	8
22	PRESS TRADES	54	11	43	0	28	15	0	20
23	LITHOGRAPHIC TRADES	56	20	36	0	28	8	0	24
24	BINDERY TRADES	19	5	14	0	13	1	0	6
25	OTHER PRINTING TRADE	14	9	5	0	3	2	0	1
3	METAL-ALLIED TRADES	997	389	608	2	389	217	0	132
31	TOOL & DIE TRADES	305	112	193	2	157	34	0	35
32	OTHER MACH SHOP TR	566	223	343	0	181	162	0	73
33	PRIMARY METAL TRADES	98	42	56	0	40	16	0	15
34	OTHER METAL TRADES	28	12	16	0	11	5	0	9
4	OTHER MFG TRADES	169	62	107	0	87	20	0	63
41	JEWELRY MFG TRADES	8	2	6	0	4	2	0	6
42	TEXTILE & APPAREL TR	34	19	15	0	13	2	0	11
43	ELECTRICAL MFG TRADE	17	7	10	0	8	2	0	6
44	WOODWORKING TRADES	64	19	45	0	38	7	0	27
45	STONE-CLAY-GLASS MFG	35	13	22	0	17	5	0	6
46	OTHER MFG TRADES	11	2	9	0	7	2	0	7
5	SERVICE-REPAIR INDUS	1005	395	610	1	425	184	0	438
51	AUTOMOTIVE	289	27	262	0	196	72	0	205
52	RAILROAD TRADES	4	2	2	0	1	1	0	2
53	AIRCRAFT TRADES	5	0	5	0	5	0	0	2
54	ELECTRICAL REPAIR TR	60	23	37	0	27	10	0	30
55	FOOD TRADES	127	44	83	0	68	15	0	70
56	OTHER SERV-REPAIR TR	520	299	221	1	134	86	0	129
6	PLANT MAINTENANCE	92	45	47	0	26	21	0	22
61	BRICK MARBLE CEMENT	0	0	0	0	0	0	0	0
62	WOOD-WORKING TRADES	2	0	2	0	1	1	0	0
63	PLUMBING HTG TRADES	3	3	0	0	0	0	0	0
64	INTERIOR FINISH TR	1	0	1	0	1	0	0	1
65	SHEETMTL-IRON-ROOFNG	3	2	1	0	1	0	0	0
66	TILE-GLASS-FLOOR TR	31	16	15	0	12	3	0	9
67	ELECTRICAL TRADES	45	20	25	0	10	15	0	10

-31-

APPRENTICE EXITS BY REASON AND PROGRAMS INACTIVATED FOR THE PERIOD JAN. ,- DEC.,1979 STATE OF NEW YORK

		TOTAL	COMPLETE	APPRENTICES OTHER THAN COMPLETED					PROGRAMS INACTIVATED
				TOTAL	MILITARY SERVICE	QUIT	LAYOFF OTHER	TRANSFERS	
68	OTHER CNST TRADES	1	0	1	0	0	1	0	1
69	WELDING TRADES	6	4	2	0	1	1	0	1
7	TECHNICAL	17	10	7	0	4	3	0	2
73	COMPUTER RLTD	12	10	2	0	0	2	0	1
74	RETAIL/WHLSLE SERVC	5	0	5	0	4	1	0	1
8	MEDICINE	332	147	185	0	156	29	0	1
80	MEDICAL TRADES	332	147	185	0	156	29	0	1
9	GOVERNMENT	153	74	79	7	66	6	0	8
92	LAW ENFORCEMENT	153	74	79	7	66	6	0	8

TABLE 03 PAGE 1

STATE OF NEW YORK

APPRENTICE EXITS BY CHARACTERISTICS AND REASON FOR THE PERIOD JAN. ,-DEC.,1979

ALL TRADES	TOTAL	VETRAN	WHITE	BLACK	AMER INDIAN	ORIEN	INA	NEC	SPAN AMER	WHITE SPA AM	MALE	FEMALE	HANDICAPPED
ALL EXITS	4499	1888	4052	362	24	57	0	4	239	191	4381	118	120
COMPLETED	1917	718	1721	149	12	35	0	0	135	107	1876	41	46
OTHER THAN COMPLETED	2582	1082	2331	213	12	22	0	4	104	84	2505	77	74
MILITARY SERVICE	14	3	13	1	0	0	00	0	0	0	14	0	0
QUIT	1836	738	1669	143	6	18	0	0	79	61	1772	64	43
LAYOFF & OTHER	732	341	649	69	6	4	0	4	25	23	719	13	31
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0	0	0

CONSTR & ALLIED TR	TOTAL	VETRAN	WHITE	BLACK	AMER INDIAN	ORIEN	INA	NEC	SPAN AMER	WHITE SPA AM	MALE	FEMALE	HANDICAPPED
ALL EXITS	1572	388	1346	188	17	21	0	0	69	53	1556	16	28
COMPLETED	738	186	663	59	9	7	0	0	29	26	737	1	20
OTHER THAN COMPLETED	834	202	683	129	8	14	0	0	40	27	819	15	8
MILITARY SERVICE	4	1	3	1	0	0	0	0	0	0	4	0	0
QUIT	687	144	581	98	3	13	0	0	29	17	593	14	4
LAYOFF & OTHER	223	57	179	38	5	1	0	0	11	10	222	1	4
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0	0	0

PRINTING & ALLIED TR	TOTAL	VETRAN	WHITE	BLACK	AMER INDIAN	ORIEN	INA	NEC	SPAN AMER	WHITE SPA AM	MALE	FEMALE	HANDICAPPED
ALL EXITS	162	80	151	9	0	1	0	1	10	9	158	4	13
COMPLETED	57	24	55	1	0	1	0	0	2	2	55	2	4
OTHER THAN COMPLETED	105	56	96	8	0	0	0	1	8	7	103	2	9
MILITARY SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0
QUIT	76	47	71	5	0	0	0	0	5	4	74	2	5
LAYOFF & OTHER	29	9	25	3	0	0	0	1	3	3	29	0	4
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0	0	0

APPRENTICE EXITS BY CHARACTERISTICS AND REASON FOR THE PERIOD JAN. ,-DEC.,1979 STATE OF NEW YORK

METAL-ALLIED TRADES	TOTAL	VETRAN	WHITE	BLACK	AMER INDIAN	ORIEN	INA	HEC	SPAN AMER	WHITE SPA AM	MALE	FEMALE	HANDICAPPED
ALL EXITS	597	441	938	47	2	8	0	2	22	28	972	25	26
COMPLETED	389	173	362	22	1	4	0	0	7	5	387	2	13
OTHER THAN COMPLETED	608	268	576	25	1	4	0	2	15	15	585	23	13
MILITARY SERVICE	2	0	2	0	0	0	0	0	0	0	2	0	0
QUIT	389	148	367	18	1	3	0	0	13	13	372	17	10
LAYOFF & OTHER	217	120	207	7	0	1	0	2	2	2	211	6	3
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0	0	0

OTHER MFG TRADES	TOTAL	VETRAN	WHITE	BLACK	AMER INDIAN	ORIEN	INA	HEC	SPAN AMER	WHITE SPA AM	MALE	FEMALE	HANDICAPPED
ALL EXITS	169	54	152	14	0	1	0	0	8	5	158	19	6
COMPLETED	62	22	55	7	0	0	0	0	4	3	51	11	1
OTHER THAN COMPLETED	107	32	97	9	0	1	0	0	4	2	99	8	5
MILITARY SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0
QUIT	87	22	80	6	0	1	0	0	4	2	79	8	3
LAYOFF & OTHER	20	10	17	3	0	0	0	0	0	0	20	0	2
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0	0	0

SERVICE-REPAIR INDUS	TOTAL	VETRAN	WHITE	BLACK	AMER INDIAN	ORIEN	INA	HEC	SPAN AMER	WHITE SPA AM	MALE	FEMALE	HANDICAPPED
ALL EXITS	1005	468	896	80	5	23	0	1	115	91	978	27	30
COMPLETED	395	139	324	48	2	21	0	0	88	67	390	5	2
OTHER THAN COMPLETED	610	329	572	32	3	2	0	1	27	24	588	22	28
MILITARY SERVICE	1	1	1	0	0	0	0	0	0	0	1	0	0
QUIT	425	226	406	16	2	1	0	0	19	17	408	17	19
LAYOFF & OTHER	184	102	165	16	1	1	0	1	8	7	179	5	9
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0	0	0

TABLE 05 PAGE 3

STATE OF NEW YORK

APPRENTICE EXITS BY CHARACTERISTICS AND REASON FOR THE PERIOD JAN. ,-DEC..1979

PLANT MAINTENANCE	TOTAL	VETRAN	WHITE	BLACK	AMER INDIAN	ORIEN	INA	NEC	SPAN AMER	WHITE SPA AM	MALE	FEMALE	HANDICAPPED
ALL EXITS	92	52	91	0	0	1	0	0	3	3	92	0	14
COMPLETED	45	21	45	0	0	0	0	0	0	0	45	0	5
OTHER THAN COMPLETED	47	31	46	0	0	1	0	0	3	3	47	0	9
MILITARY SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0
QUIT	26	17	26	0	0	0	0	0	3	3	26	0	0
LAYOFF & OTHER	21	14	20	0	0	1	0	0	0	0	21	0	9
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0	0	0

TECHNICAL TRADES	TOTAL	VETRAN	WHITE	BLACK	AMER INDIAN	ORIEN	INA	NEC	SPAN AMER	WHITE SPA AM	MALE	FEMALE	HANDICAPPED
ALL EXITS	17	6	17	0	0	0	0	0	0	0	15	2	1
COMPLETED	10	3	10	0	0	0	0	0	0	0	8	2	0
OTHER THAN COMPLETED	7	3	7	0	0	0	0	0	0	0	7	0	1
MILITARY SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0
QUIT	4	1	4	0	0	0	0	0	0	0	4	0	1
LAYOFF & OTHER	3	2	3	0	0	0	0	0	0	0	3	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0	0	0

MEDICAL INDUSTRY	TOTAL	VETRAN	WHITE	BLACK	AMER INDIAN	ORIEN	INA	NEC	SPAN AMER	WHITE SPA AM	MALE	FEMALE	HANDICAPPED
ALL EXITS	332	206	314	16	0	2	0	0	6	6	307	25	2
COMPLETED	147	84	137	8	0	2	0	0	3	3	129	18	1
OTHER THAN COMPLETED	185	122	177	8	0	0	0	0	3	3	178	7	1
MILITARY SERVICE	0	0	0	0	0	0	0	0	0	0	0	0	0
QUIT	156	99	150	6	0	0	0	0	3	3	150	6	1
LAYOFF & OTHER	29	23	27	2	0	0	0	0	0	0	28	1	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0	0	0

TABLE 05 PAGE 4

APPRENTICE EXITS BY CHARACTERISTICS AND REASON FOR THE PERIOD JAN. ,-DEC.,1979 STATE OF NEW YORK

GOVERNMENT	TOTAL	VETRAN	WHITE	BLACK	AMER INDIAN	ORIEN	INA	NEC	SPAN AMER	WHITE SPA AM	MALE	FEMALE	HANDICAPPED
ALL EXITS	153	105	147	6	0	0	0	0	6	4	153	0	0
COMPLETED	74	66	70	4	0	0	0	0	2	1	74	0	0
OTHER THAN COMPLETED	79	39	77	2	0	0	0	0	4	3	79	0	0
MILITARY SERVICE	7	1	7	0	0	0	0	0	0	0	7	0	0
QUIT	66	34	64	2	0	0	0	0	3	2	66	0	0
LAYOFF & OTHER	6	4	6	0	0	0	0	0	1	1	6	0	0
TRANSFERS	0	0	0	0	0	0	0	0	0	0	0	0	0

TABLE 06 PAGE 1

STATE OF NEW YORK

NUMBER OF NEW APPRENTICES GRANTED ADVANCED CREDIT AND THE AMOUNT BY REASON AND TRADE JAN.1,-DEC.31,1979

	TOTAL		PREV EXPERIENCE		REASON EDUCATION		REINSTATEMENT		PROGRAMS GRANTING ADVANCED CREDIT
	NUMBER OF APPRENT.	AVG AMT CREDIT (MONTHS)	NUMBER	AVERAGE MONTHS	NUMBER	AVERAGE MONTHS	NUMBER	AVERAGE MONTHS	
ALL TRADES TOTALS	2877	11	2810	11	18	10	49	22	822
CONSTR & ALLIED TR.	554	8	525	8	2	9	27	22	162
PRINTING & ALLIED TR.	78	16	78	16	0	0	0	0	33
METAL & ALLIED TR.	532	12	513	11	6	7	13	22	308
OTHER MFG. TRADES	83	11	83	11	0	0	0	0	42
SERVICE REPAIR INDUSTRY	459	7	444	6	8	10	7	23	292
PLANT MAINTENANCE	41	10	38	9	2	17	1	27	35
TECHNICAL	20	3	20	3	0	0	0	0	7
MEDICINE	121	1	121	1	0	0	0	0	6
GOVERNMENT	989	14	988	14	0	0	1	6	27

TABLE 87 PAGE 1

NUMBER OF ACTIVE APPRENTICES GRANTED ADVANCED CREDIT AND THE AMOUNT BY REASON AND TRADE AS OF DEC.31,1979 STATE OF NEW YORK

	TOTAL		REASON						
	NUMBER OF APPRENT.	AVG AMT CREDIT (MONTHS)	PREV EXPERIENCE NUMBER	PREV EXPERIENCE AVERAGE MONTHS	EDUCATION NUMBER	EDUCATION AVERAGE MONTHS	REINSTATEMENT NUMBER	REINSTATEMENT AVERAGE MONTHS	PROGRAMS GRANTING ADVANCED CREDIT
ALL TRADES TOTALS	5398	3	5232	4	48	10	118	15	1533
CONSTR & ALLIED TR.	1582	7	1519	6	10	11	53	14	329
PRINTING & ALLIED TR.	283	9	276	9	2	1	5	14	101
METAL & ALLIED TR.	1290	9	1234	9	23	10	33	15	546
OTHER MFG. TRADES	187	9	182	9	0	0	5	19	69
SERVICE REPAIR INDUSTRY	794	7	765	7	10	10	19	16	351
PLANT MAINTENANCE	145	12	140	11	3	18	2	31	89
TECHNICAL	21	3	21	3	0	0	0	0	6
MEDICINE	120	1	120	1	0	0	0	0	5
GOVERNMENT	976	15	975	15	0	0	1	6	37

TABLE 98 PAGE 1

STATE OF NEW YORK

SIZE OF ACTIVE PROGRAMS BY TRADE AS OF DEC.31,1979

NUMBER OF PROGRAMS HAVING Y APPRENTICES, Y IS:

	1-2	3-5	6-9	10-49	50-99	100+	0
ALL TRADES TOTALS	2050	375	82	155	35	15	324
CONSTR & ALLIED TR.	396	63	32	75	22	6	43
PRINTING & ALLIED TR.	127	28	2	11	3	0	28
METAL & ALLIED TR.	528	196	26	38	4	0	87
OTHER MFG. TRADES	138	9	1	6	1	0	22
SERVICE REPAIR INDUSTRY	761	51	10	11	1	3	134
PLANT MAINTENANCE	121	14	8	2	0	0	11
TECHNICAL	11	0	0	1	0	0	0
MEDICINE	2	2	0	5	3	4	4
GOVERNMENT	56	20	3	6	1	2	3

TABLE 89 PAGE 1

ACTIVE APPRENTICES BY VETERAN STATUS AND ETHNIC GROUP, AS OF DEC.31,1979

STATE OF NEW YORK BY DISTRICT

	TOTAL	VETERAN	ETHNIC GROUP								SEX		HANDICAPPED
			WHITE	BLACK	AMER INDIAN	ORIEN	INA	HEC	SPAN AMER	WHITE SP AME	MALE	FEMALE	
TOTALS	14840	5034	13461	1139	105	135	0	0	668	571	14361	479	216
METROPOLITAN	4654	1151	3989	631	14	180	0	0	496	420	4565	89	15
ALBANY	1361	567	1301	43	12	5	0	0	26	21	1338	23	17
BINGHAMTON	877	488	863	12	2	0	0	0	4	4	829	48	91
BUFFALO	2926	1388	2727	157	38	4	0	0	25	21	2852	74	11
HEMPSTEAD	1098	354	1005	80	7	6	0	0	44	42	1077	21	14
ROCHESTER	1342	385	1278	55	3	6	0	0	18	17	1300	42	37
SYRACUSE	887	295	842	27	18	0	0	0	7	7	873	14	13
UTICA	693	353	679	3	9	2	0	0	6	5	673	20	2
WHITE PLAINS	1002	149	857	131	2	12	0	0	42	34	854	148	16

TABLE 818 PAGE 1

NEW REGISTRATIONS - APPRENTICES AND PROGRAMS FOR THE PERIOD JAN.1, - DEC.31,1979

STATE OF NEW YORK
BY DISTRICT

						APPRENTICES								PROGRAMS
	TOTAL	VET	WHITE	BLACK	AMER INDIAN	ORIEN	INA	NEC	SPAN AMER	WHITE SP AME	MALE	FEMALE	HANDI-CAPPED	TOTAL
TOTALS	6948	2489	6173	677	43	55	0	0	383	315	6609	339	93	951
METROPOLITAN	2693	982	2244	396	11	42	0	0	292	234	2639	54	3	74
ALBANY	531	251	496	30	4	1	0	0	17	13	509	22	6	102
BINGHAMTON	415	216	406	9	0	0	0	0	5	5	390	25	39	119
BUFFALO	830	283	763	49	18	0	0	0	8	7	796	34	5	144
HEMPSTEAD	642	238	569	70	2	1	0	0	23	22	623	19	7	135
ROCHESTER	614	284	586	25	0	3	0	0	7	7	593	21	22	151
SYRACUSE	400	152	387	9	4	0	0	0	3	3	387	13	5	86
UTICA	204	125	202	0	2	0	0	0	1	1	199	5	1	104
WHITE PLAINS	619	118	520	89	2	8	0	0	27	23	473	146	5	36

TABLE 011 PAGE 1

APPRENTICE EXITS BY REASON AND PROGRAMS INACTIVATED FOR THE PERIOD JAN.1,-DEC.31,1979 STATE OF NEW YORK BY DISTRICT

	TOTAL	COMPLETE	APPRENTICES OTHER THAN COMPLETED					PROGRAMS
			TOTAL	MILITARY SERVICE	QUIT	LAYOFF & OTHER	TRANSFERS	INACTIVATED
TOTALS	4499	1917	2582	14	1836	732	0	864
METROPOLITAN	963	502	461	2	323	136	0	66
ALBANY	673	223	450	0	244	206	0	125
BINGHAMTON	344	144	200	1	119	80	0	129
BUFFALO	645	357	288	0	197	91	0	99
HEMPSTEAD	456	137	319	0	268	51	0	98
ROCHESTER	551	218	333	4	262	67	0	148
SYRACUSE	277	132	145	0	95	50	0	81
UTICA	275	51	224	0	201	23	0	118
WHITE PLAINS	315	153	162	7	127	28	0	8

00 18

TABLE 12

NEW YORK STATE APPRENTICESHIP DATA: 1973-1979
(As of December 31 each year)

Variable	1973	1974	1975	1976	1977	1978	1979
1. Number of apprentices in training	21,061	16,849	13,825	11,163	10,619	12,371	14,841
2. Veterans	40%	42%	40%	39%	35%	35%	34%
3. Black	7%	7%	8%	8%	8%	7%	8%
4. Spanish surname	5%	4.5%	4%	4.5%	5.3%	4%	4.5%
5. Female	NA	0.5%	0.75%	1.15%	1.86%	2.07%	3.23%
6. Handicapped	NA	NA	NA	NA	NA	1.97%	1.46%
7. Number of programs	5,947	3,833	3,015	2,680	2,484	2,951	3,036
8. NYC metropolitan district							
a. Programs	13%	14%	11%	15%	17%	15%	11%
b. Apprentices	47%	45%	39%	33%	38%	30%	31%
9. Programs with 1 or 2 apprentices	68%	77%	70%	71%	72%	69%	68%
10. Programs sponsored by joint union-employer committees							
a. Programs	18%	21%	24%	27%	28%	26%	27%
b. Apprentices	64%	68%	70%	66%	66%	67%	71%
11. Apprentices: Construction trades	61%	62%	63%	56%	50%	41%	41%
12. Service and repair trades	17%	15%	15%	16%	19%	16%	13%
13. Metal manufacturing trade	11%	13%	15%	19%	21%	21%	17%
14. Printing trades	7%	6%	5%	5%	5%	4%	4%
15. Other manufacturing trades	3.5%	3%	2%	3%	3%	3%	3%
16. Plant maintenance	NA	NA	NA	0.1%	1.2%	2%	2%
17. Technical trades	NA	NA	NA	NA	NA	0.1%	0.2%
18. Medical trades	NA	NA	NA	NA	NA	12%	10%
19. Governmental	NA	NA	NA	NA	NA	2%	10%
20. New programs registered	1,804	881	524	705	832	1,380	951
21. Programs inactivated	1,690	2,951	1,329	1,037	1,028	913	864
22. New apprentices	11,452	5,153	5,006	3,431	4,263	7,611	6,968
23. New apprentices granted advanced credit	28%	46%	53%	49%	32%	33%	41%
24. Average amount of advanced credit granted (months)	12	11	12	12	10	10	11
25. Apprentice exits	11,303	8,981	8,103	6,150	5,000	5,659	6,499
26. Completed: Count	6,031	4,302	4,466	3,828	2,921	2,655	1,917
Percent	(54%)	(48%)	(55%)	(62%)	(58%)	(47%)	(43%)
27. Other than completed: Count	5,232	4,679	3,637	2,322	2,079	3,004	2,582
Percent	(46%)	(52%)	(45%)	(38%)	(42%)	(53%)	(57%)

NOTE: NA = Not Available

APPENDIXES

	Page
Appendix A: Apprenticeship Training (Article 23 of the New York State Labor Law), as last amended effective July 1, 1970.	45
Appendix B: Regulations Governing the Registration of Apprenticeship Programs and Agreements, effective December 4, 1973 as amended June 3, 1974.	52
Appendix C: Equal Employment Opportunity in Apprenticeship Training, Regulations as amended effective November 20, 1978.	65
Appendix D: Trades Declared Apprenticeable.	95
Appendix E: Work Processes Sample.	109
Appendix F: Related Instruction Sample.	112
Appendix G: Summary of TRAINING AND WORK EXPERIENCE OF FORMER APPRENTICES IN NEW YORK STATE.	114
Appendix H: Sample Certificates of Completion.	124

Appendix A

State of New York

Department of Labor

Manpower Services Division

APPRENTICESHIP TRAINING

(Article 23 of the New York State Labor Law)

As Last Amended Effective July 1, 1970

STATE OF NEW YORK

DEPARTMENT OF LABOR

MANPOWER SERVICES DIVISION

APPRENTICESHIP TRAINING

(Article 23 of the New York State Labor Law)

As Last Amended Effective July 1, 1970.

ART. 23 APPRENTICESHIP TRAINING

(Article 23, Apprenticeship Council, added by L1945, C377, eff. April 1, 1945. Title of article changed by amendments by L1961, C482, eff. October 1, 1961.)

Sec. 810 Statement of public policy.
811 Powers and duties of industrial commissioner;personnel.
812 Related and supplemental instruction.
813 State apprenticeship council.
814 Local, regional, state joint apprenticeship committees.
815 Suggested standards for apprenticeship agreements.
816 Apprenticeship agreements.
816a Apprenticeship assistance in cities having a population of two hundred thousand or more.
817 Limitation.
818 Separability.

§ 810. Statement of public policy. Skilled manpower constitutes a great resource in this state. Apprenticeship programs, through supervised training and education, develop skilled craftsmen and help meet the increasing needs for such workers in the state's labor force. The continuing development of skilled manpower is essential for individual self-realization and for an expanding industrial economy. To these ends, it is the declared public policy of the state of New York to develop sound apprenticeship training standards and to encourage industry and labor to institute training programs.

§ 811. Powers and duties of industrial commissioner; personnel. 1. The industrial commissioner shall have the following powers and duties:

(a) to encourage and promote the making of apprenticeship agreements conforming to the standards established by or pursuant to this article;

(b) to establish suggested standards for apprenticeship agreements in conformity with the provisions of this article;

(c) to supervise the execution of apprenticeship agreements and maintenance of standards;

(d) to register approved apprenticeship agreements, and upon performance thereof, to issue certificates of completion of apprenticeship;

(e) to settle differences arising out of apprenticeship agreements, when such differences cannot be adjusted locally or in accordance with established trade procedure;

(f) to terminate or cancel any apprenticeship agreements in accordance with the provisions of such agreements;

§ 811 cont'd

(g) to encourage and promote the hiring by any trade or group of trades of persons who are on parole, in order to aid in the rehabilitation of such persons;

(h) to study and disseminate information on apprenticeship training, trends of employment opportunities in various trades, the impact of technological change on skill levels and requirements, the supply of and needs for skilled manpower, and related matters;

(i) to cooperate with the federal government, the state education department, the state department of commerce and other agencies, public and private, in the state;

(j) to adopt such rules and regulations as may be necessary for the effective administration of the purposes and provisions of this article;

(k) to perform such other duties as may be necessary to give full effect to the policies of the state and the provisions of this article.

2. The industrial commissioner shall appoint a person who shall be in charge of apprentice training in the department of labor, and who shall act as secretary of the state apprenticeship council and of state joint apprenticeship committees. The industrial commissioner is further authorized to appoint such clerical, technical, and professional assistants as shall be necessary to effectuate the purposes of this article. The personnal appointed under this article shall receive an annual compensation to be fixed by the industrial commissioner within the amount provided by appropriation.

§ 812. Related and supplemental instruction. Related and supplemental instruction for apprentices, co-ordination of instruction with job experience, and the selection of teachers and co-ordinators for such instruction shall be the responsibility of state and local board responsible for vocational education.

As provided by other statutes, the department of education shall be responsible for and provide related training as required by apprenticeship programs set up under this article.

§ 813. State apprenticeship council. 1. The governor shall appoint a state apprenticeship council, composed of seven representatives each from employer and employee organizations respectively and one representative of the general public, who shall be the chairman. The council by majority vote may designate one of its members, other than the chairman, as vice-chairman to act in the absence or inability of the chairman. Each member shall be appointed for a term of three years. Each member shall hold office until his successor is appointed and has qualified, and any vacancy shall be filled by appointment for the unexpired portion of the term.

§ 813 cont'd

The present members of the council shall continue to hold office until the expiration of their present terms or their earlier terminations by resignation or inability to act. The commissioner of education, the industrial commissioner and the commissioner of commerce shall ex officio be members of such council without vote. The members of the council shall be entitled to compensation at a rate not to exceed sixty dollars a day for each meeting called by the chairman and shall be reimbursed for transportation and other expenses actually and necessarily incurred in the performance of their duties under this article.

2. The council: (a) shall advise the industrial commissioner on apprentice training matters, including the matters of related and supplemental instruction; (b) may recommend suggested standards for apprenticeship agreements; (c) shall maintain a close and effective liaison with governmental and nongovernmental agencies which are concerned with skilled manpower development and problems; and (d) may recommend research projects on facts and trends relating to apprenticeship training and the supply of and needs for skilled manpower.

§ 814. Local, regional and state joint apprenticeship committees. Local and state joint apprenticeship committees may be approved, in any trade or group of trades, in cities, regions of the state or trade areas, by the industrial commissioner, whenever the apprentice training needs of such trade or group of trades or such regions justify such establishment. Such local, regional or state joint apprenticeship committees shall be composed of an equal number of employer and employee representatives chosen from names submitted by the respective local or state employer and employee organizations in such trade or group of trades; also such additional members representing local boards of education or other educational agencies as may be deemed advisable. In a trade or group of trades in which there is no bona fide employer or employee organization, the joint committee shall be composed of persons known to represent the interests of employers and of employees respectively, or a state joint apprenticeship committee may be approved as, or the state apprenticeship council may act itself as, the joint committee in such trade or group of trades. Subject to the review of the industrial commissioner and in accordance with the standards established by the industrial commissioner, such committees may devise standards for apprenticeship agreements and give such aid as may be necessary in their operation, in their respective trades and localities.

§ 815. Suggested standards for apprenticeship agreements.

Suggested standards for apprenticeship agreements are as follows:

1. A statement of the trade or craft to be taught and the required hours for completion of apprenticeship which shall be not less than four thousand hours of reasonably continuous employment.

2. A statement of the processes in the trade or craft divisions in which the apprentice is to be taught and the approximate amount of time to be spent at each process.

3. A statement of the number of hours to be spent by the apprentice in work and the number of hours to be spent in related and supplemental instruction which instruction shall be not less than one hundred forty-four hours per year when available, such availability to be determined by the commissioner of education.

4. A statement that apprentices shall be not less than sixteen years of age.

5. Provision that apprentices shall be selected on the basis of qualifications alone, as determined by objective criteria which permit review, and without any direct or indirect limitation, specification or discrimination as to race, creed, color or national origin.

6. A statement of the progressively increasing scale of wages to be paid the apprentice.

7. Provision for a period of probation during which the industrial commissioner shall be directed to terminate an apprenticeship agreement at the request in writing of any party thereto. After the probationary period the industrial commissioner shall be empowered to terminate the registration of an apprentice upon agreement of the parties.

8. Provision that the services of the industrial commissioner may be utilized for consultation regarding the settlement of differences arising out of the apprenticeship agreement where such differences cannot be adjusted locally or in accordance with the established trade procedure.

9. Provision that if an employer is unable to fulfill his obligation under the apprenticeship agreement he may transfer such obligation to another employer.

10. Such additional standards as may be prescribed in accordance with the provisions of this article.

§ 816. Apprenticeship agreements. For the purposes of this article an apprenticeship agreement is:

(1) An individual written agreement between an employer and an apprentice, or (2) a written agreement between an employer or an association of employers, and an organization of employees describing conditions of employment for apprentices or (3) a written statement describing conditions of employment for apprentices in a plant or plants where there is no bona fide employee organization.

§ 816-a. Apprenticeship assistance in all political subdivisions of the state. Any political subdivision of the state may provide financial assistance, within the amounts appropriated therefor, for the purpose of promoting nonprofit apprentice training programs within such political subdivision to train persons in those skills needed by the political subdivision as an employer, administered by agencies representing municipal employees in particular title or classification or other phases of employment; provided such programs are approved by the department of education as to curriculum, instructors and scope and further provided that such programs are registered and approved pursuant to sections eight hundred fourteen and eight hundred fifteen of this chapter.

§ 817. Limitation. The provisions of this article shall apply to a person, firm, corporation or craft only after such person, firm, corporation or craft has voluntarily elected to conform with its provisions.

§ 818. Separability. If any provision of this article or the application thereof to any person or circumstances, is held invalid, the remainder of the article, and the application of such provision to other persons and circumstances, shall not be affected thereby.

Appendix B

State of New York

Department of Labor

Manpower Services Division

REGULATIONS GOVERNING THE REGISTRATION OF APPRENTICESHIP PROGRAMS AND AGREEMENTS

Effective: December 4, 1973

As Amended June 3, 1974

STATE OF NEW YORK
DEPARTMENT OF LABOR

Manpower Services Division

Regulations Governing The Registration Of Apprenticeship Programs And Agreements

EFFECTIVE: DECEMBER 4, 1973
AS AMENDED JUNE 3, 1974

AT 100.1 (4-75)

STATE OF NEW YORK
DEPARTMENT OF LABOR

LOUIS L. LEVINE
INDUSTRIAL COMMISSIONER

ORDER OF PROMULGATION

AMENDMENTS OF
REGULATION GOVERNING THE REGISTRATION OF
APPRENTICESHIP PROGRAMS AND AGREEMENTS

Pursuant to the authority vested in me by Section 811.1(j) of the Labor Law, I, LOUIS L. LEVINE, Industrial Commissioner of the State of New York, promulgate effective June 3, 1974 the attached Amendments of the Regulation Governing the Registration of Apprenticeship Programs and Agreements, Part 601, Subchapter A, Chapter IX, of Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York.

Witness my hand and the seal of the Department of Labor this 20th day of May, 1974.

LOUIS L. LEVINE
Industrial Commissioner

CERTIFICATION

I, LOUIS L. LEVINE, Industrial Commissioner of the State of New York, hereby certify that the attached are the original and six copies of the aforementioned Amendments of Part 601, Subchapter A, Chapter IX of Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York.

LOUIS L. LEVINE
Industrial Commissioner

DATED: New York, New York
May 20, 1974

SUBCHAPTER A. CHAPTER II

Apprenticeship Training Programs
and Agreements

Part 601

REGULATION GOVERNING THE REGISTRATION OF
APPRENTICESHIP PROGRAMS AND AGREEMENTS

(Statutory Authority: Labor Law
Article 23; Section 811.1 (j))

Sec.		Sec.	
601.1	Purpose of regulation	601.7	Voluntary and formal deregistration of registered programs
601.2	Application of regulation	601.8	Reinstatement of program registration
601.3	Definitions	601.9	Hearings
601.4	Eligibility and procedure for registration	601.10	Limitations
601.5	Standards for apprenticeship programs	601.11	Complaints
601.6	Standards for apprenticeship agreements	601.12	Records and reports
		601.13	Consultation with Apprenticeship Council
		601.14	Effective date

Section 601.1. Purpose of regulation. This regulation establishes procedures and standards for the approval and registration of apprenticeship programs and agreements in furtherance of the public policy of this State as enunciated in Section 810 of the Labor Law to develop sound apprenticeship training standards and to encourage industry and labor to institute training programs. The regulation is intended to insure that apprenticeship training programs developed and registered in accordance with the public policy are of the highest possible quality in all aspects of on-the-job training and related instruction and that all apprentice training programs provide meaningful employment and relevant training for all apprentices.

§ 601.2. Application of regulation. This Part shall apply to apprenticeship training programs and agreements covered by Article 23 of the Labor Law, including programs and agreements relating to public work projects as defined by federal and state labor laws, and to privately financed activities.

§ 601.3. Definitions. As used in this regulation:

(a) "Commissioner" means the Industrial Commissioner of the State of New York.

(b) "Apprenticeship program" means a written plan conducted or sponsored by an employer, a group of employers, or a joint apprenticeship committee representing both employers and a union, and which contains all terms and conditions for the qualification, recruitment, selection, employment, and training of apprentices, including such matters as the requirement for a written apprenticeship agreement.

(c) "Apprenticeship agreement" means a written agreement between an apprentice and either his employer, or an apprenticeship committee acting as agent for employers, which agreement contains the terms and conditions of the employment and training of the apprentice.

(d) "Apprenticeable occupation" is a skilled trade which possesses all of the following characteristics: (1) is customarily learned in a practical way through training and work on the job; (2) is, in the judgment of the Commissioner, clearly identified and commonly recognized throughout an industry; (3) is, in the judgment of the Commissioner, not a part of an occupation previously recognized as apprenticeable unless such part is practiced industry-wide as an identifiable and distinct trade; (4) involves manual, mechanical or technical skills and knowledge which require a minimum of 4,000 hours of work and training, which hours may include the time spent at related instruction, except that at the discretion of the Commissioner, a new program may require a minimum of 2,000 hours if the Commissioner finds that the particular trade can be learned within such time; (5) requires related instruction to supplement the on-the-job training, which instruction shall be given in accordance with Section 812 of the Labor Law; and (6) involves the development of skill sufficiently broad to be applicable in like occupations throughout an industry, rather than of restricted application to the products of any one company.

(e) "Sponsor" means an employer, a group of employers, or a joint apprenticeship committee (JAC) representing both employers and a union, which has the ability to train apprentices, and which is recognized as such by the Commissioner through the registration of a program.

(f) "Apprenticeship Council" means the State Apprenticeship and Training Council established pursuant to Section 813 of the Labor Law.

§ 601.4. Eligibility and procedure for registration.

(a) No apprenticeship program or agreement shall be eligible for registration by the Commissioner unless the Commissioner finds that: (1) it is in conformity with the requirements of this Part; (2) the proposed training program is in an apprenticeable occupation having the characteristics set forth in Section 601.3(d) herein; (3) it is in conformity with the requirements of the Commissioner's regulation on "Equal Employment Opportunity in Apprenticeship Training" set forth in Part 600 of Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York; and (4) the sponsor has agreed to register all apprentices in his employ, or, in the case of a Joint Apprenticeship Committee the participating employers have agreed to register all of the apprentices in their employ.

(b) The Commissioner may refuse to accept a program proposed for registration if, in his judgment, the program, the sponsor or any participants are unable to conduct the program in accordance with these regulations, the Equal Employment Opportunity Regulation or Article 23 of the Labor Law.

(c) Apprentices must be individually registered under a registered program. Such registration may be effected:

(1) By program sponsors filing copies of each apprenticeship agreement; or,

(2) Subject to prior Commissioner's approval, by filing a master copy of such agreement followed by a listing of the name, and other required data, of each individual when apprenticed.

(d) The Commissioner must be promptly notified by the program sponsor of the voluntary cancellation, suspension, or termination of any apprenticeship program or agreement, with cause for same, and of the status of all apprentices in the program, including arrangements for transferring or terminating them.

(e) Approved apprenticeship programs shall be accorded registration, evidenced by a notification of registration.

(f) Any modification or change of registered programs shall be promptly submitted by program sponsors to the Commissioner and, if approved, shall be recorded and acknowledged as an amendment to such program.

(g) Under a program proposed for registration by an employer or employer's association, where the standards, collective bargaining agreement, or other instrument provides for participation by a union in any manner in the operation of the substantive matters of the apprenticeship program, written acknowledgement by the union of the union agreement or "no objection" by the union to the registration is required. Where no such union participation is provided, the employer or employers' association shall simultaneously furnish to the union local, if any, which is the collective bargaining agent of the employees to be trained, a copy of its application for registration and of the apprenticeship program. In addition, upon receipt of the application and apprenticeship program, the Commissioner shall promptly send by certified mail to such union local another copy of the application and of the apprenticeship program together with a notice that union comments will be accepted for 30 days after the date of the agency transmittal.

(h) Where the employees to be trained have no collective bargaining agent, an apprenticeship program may be proposed for registration by an employer or group of employers.

§ 601.5. Standards for apprenticeship programs. No apprenticeship training program shall be registered unless the Commissioner determines that the program meets all the following standards prescribed for an apprenticeship program:

(a) The program must be an organized, written plan embodying the terms and conditions of employment, training and supervision of one or more apprentices in an apprenticeable occupation, as defined in this Part, and subscribed to by a sponsor who has undertaken to carry out the apprentice training program.

(b) The program must contain the equal opportunity pledge prescribed in Part 600 of Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York, and in programs having more than five registered apprentices: (1) an affirmative action plan in accordance with such Part 600, and (2) a selection method authorized in such Part 600.

(c) The program must contain provisions describing the following:

(1) The employment and training of the apprentice in a skilled trade; and the required minimum qualifications;

(2) The term of apprenticeship, which shall be not less than two years or 4,000 hours, consistent with training requirements as established by industry practice as determined by the Commissioner, except that at the discretion of the Commissioner, the term of apprenticeship in a new program shall be not less than one year or 2,000 hours if the Commissioner finds after review of written substantiation of the sponsor and the recommendation of the Apprenticeship Council that the particular trade can be learned within such time;

(3) The work processes in which the apprentice will receive supervised work experience and training on the job, and the allocation of the approximate time to be spent in each major process;

(4) The organized related and supplemental instruction in technical subjects related to the trade which will be provided to each apprentice, as required by Section 812 of the Labor Law, with prescribed minimum periods of instruction as determined by the State Department of Education;

(5) The progressively increasing schedule of wages to be paid the apprentice consistent with the skill acquired. The entry wage shall be not less than the minimum wage prescribed by Federal or State minimum wage law, unless a higher wage is required by a collective bargaining agreement;

(6) The sponsor's plans for a periodic review and evaluation of the apprentice's progress in job performance and related instruction, and the manner in which sponsors will maintain records for each apprentice;

(7) The ratio of apprentices to journeymen under the program as determined by the Commissioner, consistent with proper supervision, training and continuity of employment, and applicable provisions in collective bargaining agreements;

(8) The sponsor's statement that he will comply with applicable federal, state and local occupational safety and health standards, including his willingness to provide adequate and safe equipment and facilities for training and supervision, and safety training for apprentices on the job;

(9) The probationary period for apprentices, which shall be of reasonable length, as determined by the Commissioner;

(10) The placement and registration of an apprentice in accordance with the provisions of Section 601.6 of this regulation. The apprenticeship agreement shall directly, or by reference, incorporate the standards of the program as part of the agreement;

(11) The manner, if any, by which the sponsor proposes to grant advance standing or credit for previously acquired experience, training, skills, or aptitude for all applicants equally, and the manner in which wages will be adjusted if any advance standing or credit is granted;

(12) The manner in which the sponsor will permit the transfer of employer's training obligation to another employer, where warranted, with full credit to the apprentice for satisfactory time and training earned;

(13) The sponsor's assurance that all training will be conducted by qualified training personnel;

(14) The manner in which the sponsor will grant recognition for the successful completion of apprenticeship, which recognition must include the presentation of an appropriate New York State certification of completion for all who complete the program;

(15) The sponsor's assurance that he will promptly submit any modification or amendment of the registered program;

(16) The sponsor's agreement to promptly notify the Commissioner of all persons who have successfully completed apprenticeship programs;

(17) The sponsor's willingness to give not less than 5 days' notice to the apprentice of any proposed adverse action, and cause therefore, with stated opportunity to the apprentice during such period for corrective action, unless an otherwise acceptable procedure is provided for in the collective bargaining agreement;

(18) The sponsor's statement that the program will be conducted, operated, and administered in conformity with all applicable provisions; and

(19) The sponsor's agreement to promptly record, maintain and submit to the Commissioner such records concerning apprenticeship as may be required by the Commissioner and other applicable laws or regulations.

§ 601.6. Standards for apprenticeship agreements. Each registered apprentice must receive from the program sponsor a copy of the apprenticeship agreement. The Commissioner must also receive from the program sponsor a copy of the apprenticeship agreement as required by Section 601.4 of these regulations. The individual apprenticeship agreement between the sponsor and the apprentice must contain:

(a) Names, complete addresses and signatures of the contracting parties (apprentice, and the program registrant or employer), and the name, address and signature of a parent or guardian if the apprentice is a minor under 18 years of age;

(b) The date of birth of apprentice;

(c) Name and address of the program registrant and registration agency;

(d) A statement of the trade or craft which the apprentice is to be taught, and the beginning date and term (duration) of apprenticeship;

(e) A statement showing (1) the number of hours to be spent by the apprentice in work on the job, and (2) the number of hours to be spent in related and supplemental instruction;

(f) A statement setting forth a schedule of the work processes in the trade or industry divisions in which the apprentice is to be taught and the approximate time to be spent at each process;

(g) A statement of the graduated scale of wages to be paid the apprentice and whether or not the required school time will be compensated;

(h) A reference incorporating as part of the agreement the standards of the apprenticeship program as it exists on the date of the agreement and as it may be amended during the period of the agreement;

(i) A statement that the apprentice will be accorded equal opportunity in all phases of apprenticeship employment and training, without discrimination because of race, color, religion, national origin, or sex;

(j) A statement that if the sponsor is unable to fulfill his obligations under the apprenticeship agreement, the agreement may, with the consent of the apprentice, be transferred to another sponsor or participant under the registered program, with written notice of the transfer to the Commissioner and with full credit for the satisfactory period of the served apprenticeship;

(k) The address of the Manpower Services Division of the Department of Labor where sponsors, participants and apprentices may file requests for disposition of controversies or differences arising out of the apprenticeship agreement. Such requests may be filed only when the controversies or differences cannot be adjusted locally or resolved in accordance with the established trade procedure or applicable collective bargaining provisions; and

§ 601.7. Voluntary and formal deregistration of registered programs. Deregistration of a program may be effected by (a) the voluntary action of the registrant requesting, in writing, the cancellation of the registration, or (b) by the Commissioner instituting formal deregistration proceedings in accordance with the provisions of this Part.

(a) Voluntary request by registrant. The Commissioner may cancel the registration of an apprenticeship program by a written acknowledgement of such request stating, but not limited to, the following matters:

(1) The registration is cancelled at registrant's request, and the effective date thereof;

(2) That, within 15 days of the date of the acknowledgement, the registrant must notify all apprentices of such cancellation and the effective date;

(3) That such cancellation automatically deprives the apprentice of his individual registration; and

(4) That the deregistration of the program removes the apprentice from coverage for State purposes.

(b) Formal deregistration. The Commissioner may deregister any apprenticeship training program if he finds that the registrant, sponsor, or any participating sponsor has:

(1) Violated a Federal or State law;

(2) Subverted the program intent by hiring workers as helpers, shop boys or other titles and assigning to them work generally performed by apprentices;

(3) Not conducted, operated, and administered the program in accordance with the intent of Article 23, or the registered provisions, or the requirements of this Part, except that deregistration proceedings for violation of equal opportunity requirements shall be processed in accordance with the provisions under Part 600 of Title 12 of the Official Compilation of Codes, Rules, and Regulations of the State of New York; or

(4) Made a false or misleading statement in connection with the registration of the program, or is not a person of good character and responsibility.

(c) Procedure for Formal Deregistration.

(1) Where it appears that sufficient cause exists for deregistration, the Commissioner shall send a notice to the registrant by registered or certified mail, return receipt requested, stating the following:

(i) The notice is sent pursuant to this section;

(ii) The ground or grounds on which it is proposed to deregister the apprenticeship training program; and

(iii) That the program will be deregistered unless, within 10 calendar days of the receipt of this notice, the registrant files with the Commissioner a written request for a hearing.

(2) If the registrant requests a hearing, the Commissioner shall convene a hearing and issue his determination in accordance with section 601.9 of this Part.

(3) In such determination, the Commissioner may allow the registrant a reasonable time to achieve voluntary corrective action.

(4) In each case in which deregistration is ordered, the Commissioner shall publish promptly in the state bulletin a notice of the order and shall notify the registrant. In addition, the Commissioner shall promptly notify all registered apprentices of the deregistration of the program; the effective date thereof; that such cancellation automatically deprives the apprentice of his individual registration; and that the deregistration removes the apprentice from coverage for State purposes.

§ 601.8. Reinstatement of program registration. Any apprenticeship program formally deregistered pursuant to this Part may not be reinstated for a period not to exceed 3 years, nor shall the sponsor or any employer or union participant be eligible to register any apprenticeship training program under any other name for such period.

§ 601.9. Hearings. Upon receipt of a request for a hearing, the Commissioner shall request the Chairman of the Apprenticeship Council to designate a panel from the members of the Apprenticeship Council to conduct such hearing. The panel shall be composed of an equal number of representatives of employers and of employee organizations, and also may include the Chairman. Reasonable notice of the hearing shall be given by registered mail, return receipt requested, to the appropriate sponsor and the complainant, if any. Such notice shall include a reasonable time and place of hearing, a statement of the provisions of this Part pursuant to which the hearing is to be held, and a concise statement of the matters pursuant to which the action forming the basis of the hearing is proposed to be taken.

Hearings shall be conducted informally and a record made of the sworn testimony. The complainant, and every party to the proceeding shall have the right to counsel, and a full opportunity to be heard, including such cross-examination as may be appropriate in the circumstances. The hearing panel shall, on the basis of the record made in the proceeding, submit its report and recommendations to the Commissioner, who after reviewing such record, report and recommendations, shall issue his determination within 30 days after receipt of the hearing panel's report.

§ 601.10. Limitations. Nothing in this Part or in any apprenticeship agreement shall operate to invalidate:

(a) Any apprenticeship provision in any collective bargaining agreement between employers and employees setting up higher apprenticeship standards; or

(b) Any special provisions for veterans, minority persons, or females in the standards, apprentice qualifications, or operation of the program, or in the apprenticeship agreement, which is not otherwise prohibited by law, executive order, or authorized regulation.

§ 601.11. Complaints.

(a) Any person, firm, corporation or labor organization may file a complaint alleging that a registered apprenticeship program is not operating in accordance with Article 23 of the Labor Law, or of any provision of this regulation, or with the Equal Employment Opportunity regulation, or with the apprenticeship agreement. The Commissioner shall investigate such complaints, and shall resolve them in accordance with the provisions of this regulation.

(b) Any complaint concerning discrimination or other equal opportunity matter shall be submitted, processed, and resolved in accordance with the applicable provisions in Part [illegible] of Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York.

(c) Except for matters covered under paragraph (b) of this section, any controversy or difference arising under an apprenticeship agreement which cannot be adjusted locally, and which is not covered by a collective bargaining agreement, may be submitted by an apprentice, or his authorized representative, to the Commissioner for review. Matters covered by a collective bargaining agreement, however, shall be submitted and processed in accordance with the procedures therein provided, and once so submitted, may not be submitted to the Commissioner as a complaint.

(d) A complaint must be in writing and signed by the complainant, or his authorized representative. It shall set forth the specific matters complained of, together with all relevant facts and circumstances. Copies of all pertinent documents and correspondence shall accompany the complaint.

(e) The Commissioner shall render a determination within 90 days after receipt of a complaint under subdivision (c) of this section, based upon such investigation of the matters submitted as he may find necessary. During such 90-day period the Commissioner shall make reasonable efforts to effect a satisfactory resolution between the parties involved. If so resolved, the parties shall be notified that the case is closed. If the Commissioner determines that sufficient cause does not exist for deregistration he shall dismiss the complaint. If the Commissioner determines that sufficient cause exists for deregistration he shall proceed in accordance with Section 601.7(c) of this Part. Where a determination is rendered, copies of same shall be sent to all interested parties.

(f) Nothing in this Part shall operate to prohibit an apprentice from electing to institute appropriate court proceedings.

§ 601.12. Records and reports. Each program registrant shall keep adequate records relative to all phases of the operation of the apprenticeship program, including but not limited to job assignments, promotion, demotion, lay-off or termination, rates of pay or other forms of compensation or conditions of work, and any other records pertinent to a determination of compliance with Article 23 of the Labor Law and this Part, in such manner and form as may be required by the Commissioner.

In addition to information provided during regular Department field inspections each program sponsor, and each apprentice shall promptly submit such reports to the Department as the Commissioner in his discretion shall require. Such reports shall be made on forms prescribed by the Commissioner.

§ 601.13. Consultation with Apprenticeship Council. All determinations relating to the construction of this Part and any revisions or changes of this Part shall be made by the Commissioner after consultation with the Apprenticeship Council.

§ 601.14. Effective date. This regulation shall become effective on filing in the Office of the Secretary of State.

Printed by New York State

Appendix C

State of New York

Department of Labor

Job Service Division

EQUAL EMPLOYMENT OPPORTUNITY IN APPRENTICESHIP TRAINING

Regulations

As Amended

Effective November 20, 1978

STATE OF NEW YORK
DEPARTMENT OF LABOR
Job Service Division

Equal Employment Opportunity In Apprenticeship Training

REGULATIONS

As Amended
Effective November 20, 1978

HUGH L. CAREY
Governor

PHILIP ROSS
Industrial Commissioner

AT 109 (2-79)

ORDER OF PROMULGATION
of new regulations on

EQUAL EMPLOYMENT OPPORTUNITY IN APPRENTICESHIP TRAINING

Pursuant to the authority vested in me by Section 811.1(j) of the New York State Labor Law, I, PHILIP ROSS, Industrial Commissioner of the State of New York, hereby repeal the present Part 600 of Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York, "Equal Employment Opportunity in Apprenticeship Training," as herein attached, to become effective on November 20, 1978.

The new Part 600 conforms New York State's standards to Federal requirements (Title 29 CFR Part 30). Such conformity is necessary to retain approval of State programs by the Federal Labor Department.

Witness my hand and the seal of Department of Labor this 13th day of November, 1978.

PHILIP ROSS
Industrial Commissioner

CERTIFICATION

I, PHILIP ROSS, Industrial Commissioner of the State of New York, hereby certify that the attached Part 600 of Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York was promulgated on November 13, 1978 pursuant to the authority vested in me by Section 811.1(j) of the New York State Labor Law, and that the notice required by Section 202.2 of the State Administrative Procedure Act was published in the State Bulletin on September 12, 1978.

PHILIP ROSS
Industrial Commissioner

DATED: New York, New York
November 13, 1978

PART 600

EQUAL EMPLOYMENT OPPORTUNITY IN APPRENTICESHIP TRAINING

(Statutory authority: Section 811 of the Labor Law)

Section	Table of Contents	Page
600.1	Scope and purpose	2
600.2	Definitions	2
600.3	Authority to adopt State plan	3
600.4	Equal opportunity standards	3
600.5	Affirmative action plans	5
600.6	Selection of apprentices	11
600.7	Existing lists	17
600.8	Reserved	
600.9	Records	18
600.10	Compliance reviews	19
600.11	Noncompliance with Federal and State equal opportunity requirements	20
600.12	Complaint procedure	21
600.13	Adjustment in schedule for compliance review or complaint processing	23
600.14	Sanctions	23
600.15	Reinstatement of program registration	25
600.16	Intimidatory or retaliatory acts	25
600.17	Nondiscrimination	25
600.18	Exemptions	26
600.19	Federal responsibilities	26
600.20	Effective Date	27

Section 600.1 - Scope and purpose.

This Part sets forth policies and procedures to promote equality of opportunity in apprenticeship programs registered with the New York State Department of Labor. These policies and procedures apply to the recruitment and selection of apprentices, and to all conditions of employment and training during apprenticeship. The procedures established provide for review of apprenticeship programs, for registering of apprenticeship programs, for processing complaints, and for deregistering noncomplying apprenticeship programs. The purpose of this Part is to promote equality of opportunity in apprenticeship by prohibiting discrimination based on race, color, religion, national origin, sex, or disability or marital status in apprenticeship programs, by requiring affirmative action to provide equal opportunity in such apprenticeship programs, and by coordinating this Part with other equal opportunity programs.

600.2 - Definitions

(a) "Commissioner" means the Industrial Commissioner of the State of New York or his designated representative.

(b) "Agency" means the New York State Department of Labor.

(c) "Department" means the United States Department of Labor.

(d) "Employer" means any person or organization employing an apprentice, whether or not the apprentice is enrolled with such person or organization or with some other person or organization.

(e) "Apprenticeship program" means a program registered by the Commissioner and evidenced by a certificate of registration as meeting the standards of the Commissioner for apprenticeship.

(f) "Sponsor" means any person or organization operating an apprenticeship program, irrespective of whether such person or organization is an employer.

(g) "Disability" shall be limited to physical, mental or medical conditions which are unrelated to the apprentice's ability to perform the duties of the apprenticeable occupation.

(h) "Apprenticeship Council" means the State Apprenticeship and Training Council established pursuant to Section 813 of the Labor Law.

(i) "Labor market area" means the principal county or counties in which the apprenticeship program operates.

600.3 - Authority to adopt State plan.

The authority for the implementation and adoption of this Part affecting the registration of apprenticeship programs with the State of New York is vested in the Commissioner, under authority of Section 811 of the Labor Law.

600.4 - Equal opportunity standards.

(a) *Obligation of sponsors*. Each sponsor of an apprenticeship program shall:

(1) Recruit, select, employ and train apprentices during their apprenticeship without discrimination because of race, color, religion, national origin, sex, disability, or marital status;

(2) Uniformly apply rules and regulations concerning apprentices, including but not limited to, equality of wages, periodic advancement, promotion, assignment of work, job performance, rotation among all work processes of the trade, imposition of penalities or other disciplinary action, and all other aspects of the apprenticeship program administration by the program sponsor;

(3) Take affirmative action to provide equal opportunity in apprenticeship, including adoption of an affirmative action plan as required by this Part.

(b) *Equal opportunity pledge*. Each sponsor of an apprenticeship program shall include in its standards the following equal opportunity pledge:

"The recruitment, selection, employment, and training of apprentices during their apprenticeship, shall be without discrimination because of race, color, religion, national origin, sex, disability or marital status. The sponsor will take affirmative action to provide equal opportunity in apprenticeship and will operate the apprenticeship program as required under Title 29 of the Code of Federal Regulations, Part 30, and Title 12 of the Official Compilation of Codes, Rules and Regulations of the State of New York, Part 600."

(c) *Programs presently registered.* Each sponsor of a program registered with the Commissioner as of the effective date of this Part shall, within 30 days of such effective date, take the following action:

(1) Include in the standards of its apprenticeship program the equal opportunity pledge prescribed by subdivision (b) of this Section;

(2) Adopt an affirmative action plan required by Section 600.5; and

(3) Adopt a selection procedure required by Section 600.6. A sponsor adopting a selection method under Section 600.6 (b) (1), (2), or (3) shall prepare, and have available for submission upon request, copies of its amended standards, affirmative action plans, and selection procedure. A sponsor adopting a selection method under Section 600.6 (b) (4) shall submit to the Commissioner copies of its standards, affirmative action plan and selection procedure in accordance with the requirements of Section 600.6 (b) (4) (i) (*a*).

(d) *Sponsors seeking new registration.* A sponsor of a program seeking new registration with the Commissioner shall submit copies of its proposed standards, affirmative action plan, selection procedures, and such other information as may be required. The program shall be registered if such standards, affirmative action plan, and selection procedure meet the requirements of this Part.

(e) *Programs subject to approved equal employment opportunity programs.* A sponsor shall not be required to adopt an affirmative action plan under Section 600.5 or a selection procedure under Section 600.6 if it submits to the Commissioner satisfactory evidence that it is in compliance with an equal employment opportunity program providing for the

selection of apprentices and for affirmative action in apprenticeship, including goals and timetables for women and minorities, which has been approved as meeting the requirements of Title VII of the Civil Rights Act of 1964, as amended (42 USC 200e, et seq.) and its implementing regulations published in Title 29 of the Code of Federal Regulations, Chapter XIV, or Federal Executive Order 11246, as amended, and its implementing regulations in Title 41 of the Code of Federal Regulations, Chapter 60; *Provided,* that programs approved, modified or renewed subsequent to the effective date of this Part shall qualify for this exception only if the goals and timetables for minorities and women for the selection of apprentices provided for in such programs are equal to or greater than the goals required under this Part.

(f) *Program with fewer than five apprentices.* A sponsor of a program in which fewer than five apprentices are indentured shall not be required to adopt an affirmative action plan under Section 600.5 or a selection procedure under Section 600.6 provided that such program was not adopted to circumvent the requirements of this Part.

600.5 - Affirmative action plans.

(a) *Adoption of affirmative action plans.* A sponsor's committment to equal opportunity in recruitment, selection, employment, and training of apprentices shall include the adoption of a written affirmative action plan.

(b) *Definition of affirmative action.* Affirmative action is not mere passive nondiscrimination. It includes procedures, methods, and programs for the identification, positive recruitment, training and motivation of present and potential minority and female (minority and nonminority) apprentices including the establishment of goals and timetables. It is action which will equalize opportunity in apprenticeship so as to allow full utilization of the work potential of minorities and women. The overall result to be sought is equal opportunity in apprenticeship for all individuals participating in or seeking entrance to the State's labor force.

(c) *Outreach and positive recruitment.* An acceptable affirmative action plan must also include adequate provision for outreach and positive

recruitment that would reasonably be expected to increase minority and female participation in apprenticeship by expanding the opportunity of minorities and women to become eligible for apprenticeship selection. In order to achieve these objectives, sponsors shall undertake activities such as those listed below. It is not contemplated that each sponsor necessarily will include all the listed activities in its affirmative action program. The scope of the affirmative action program will depend on all the circumstances including the size and type of the program and its resources. However, the sponsor will be required to undertake a significant number of appropriate activities in order to enable it to meet its obligations under this Part. The affirmative action plan shall set forth the specific steps the sponsor intends to take in the areas listed below.

(1) Dissemination of information concerning the nature of the apprenticeship, requirements for admission to apprenticeship, availability of apprenticeship opportunities, sources of apprenticeship applications, and the equal opportunity policy of the sponsor. For programs accepting applications only at specified intervals, such information shall be disseminated at least 30 days in advance of the earliest date for application at each interval. For programs customarily receiving applications throughout the year, such information shall be regularly disseminated but not less frequently than semi-annually. Such information shall be given to the Commissioner, Employment Service offices, local schools, women's centers, outreach programs and community organizations which can effectively reach minorities and women, and shall be published in newspapers which are circulated in the minority community and among women, as well as the general areas in which the program sponsor operates.

(2) Participation in annual workshops conducted by Employment Service agencies for the purpose of familiarizing school, Employment Service and other appropriate personnel with the apprenticeship system and current opportunities therein.

(3) Cooperation with local school boards and vocational education systems to develop programs for preparing students to meet the standards and criteria required to qualify for entry into apprenticeship programs.

(4) Internal communication of the sponsor's equal opportunity policy in such a manner as to foster understanding, acceptance, and support among the sponsor's various officers, supervisors, employees, and members and to encourage such persons to take the necessary action to aid the sponsor in meeting its obligations under this Part.

(5) Engaging in programs such as outreach for the positive recruitment and preparation of potential applicants for apprenticeships; where appropriate and feasible, such programs shall provide for pretesting experience and training. If nc such programs are in existence the sponsor shall seek to initiate these programs. In initiating and conducting these programs, the sponsor may be required to work with other sponsors and appropriate community organizations. The sponsor shall also initiate programs to prepare women and encourage women to enter traditionally male programs.

(6) To encourage the establishment and utilization of programs of pre-apprenticeship, preparatory trade training, or others designed to afford related work experience or to prepare candidates for apprenticeship, a sponsor shall make appropriate provision in its affirmative action plan to assure that those who complete such programs are afforded full and equal opportunity for admission into the apprenticeship program.

(7) Utilization of journeypersons to assist in the implementation of the sponsor's affirmative action program.

(8) Granting advance standing or credit on the basis of previously acquired experience, training skills, or aptitude for all applicants equally.

(9) Admitting to apprenticeship persons whose age exceeds the maximum age for admission to the program, where such action assists the sponsor in achieving its affirmative action obligations.

(10) Develop and submit to the State Division of Human Rights for approval, a plan to increase the employment of members of a

minority group. Subdivision 12 of Section 296 of the State Human Rights Law permits an employer, employment agency, labor organization or joint labor-management committee to carry out a plan, approved by the Division of Human Rights, to increase the employment of a minority group which has a Statewide unemployment rate that is disproportionately high in comparison with the Statewide unemployment rate of the general population. Any plan approved under this measure must be in writing and the State Division of Human Rights' approval shall be for a limited period and may be rescinded at any time for good cause.

(11) Other appropriate action to ensure that the recruitment, selection, employment, and training of apprentices during apprenticeship shall be without discrimination because of race, color, religion, national origin, sex, disability, or marital status; e.g., general publication of apprenticeship opportunities and advantages in advertisements, industry reports, articles, etc.; use of present minority and female apprentices and journeypersons as recruiters; career counseling; periodic auditing of affirmative action programs and activities; and development of reasonable procedures between the sponsor and employers of apprentices to ensure that employment opportunity is being granted, including reporting systems, on-site reviews, briefing sessions, etc. The affirmative action program shall set forth the specific steps the sponsor intends to take in the above areas, under this paragraph.

(d) *Goals and timetables.*

(1) A sponsor adopting a selection method under Section 600.6 (b) (1) or (2) which on the basis of the analysis described in subdivision (e) of this Section has deficiencies in terms of underutilization of minorities and/or women (minority and nonminority) in the craft or crafts represented by the program shall include in its affirmative action plan percentage goals and timetables for the admission of minority and/or female (minority and nonminority) applicants into the eligibility pool.

(2) A sponsor adopting a selection method under Section 600.6 (b) (3) or (4) which on the basis of the analysis described in

subdivision (e) of this Section has deficiencies in terms of the underutilization of minorities and/or women in the craft or crafts represented by the program shall include in its affirmative action plan percentage goals and timetables for the selection of minority and female (minority and nonminority) applicants for the apprenticeship program.

(3) "Underutilization" as used in this subdivision refers to the situation where there are fewer minorities and/or women (minority and nonminority) in the particular craft or crafts represented by the program than would reasonably be expected in view of an analysis of the specific factors in subdivision (e) of this Section. Where, on the basis of the analysis, the sponsor determines that it has no deficiencies, no goals and timetables need be established. However, where no goals and timetables have been established, the affirmative action plan shall include a detailed explanation why no goals and timetables have been established.

(4) Where the sponsor fails to submit goals and timetables as part of its affirmative action plan or submits goals and timetables which are unacceptable, and the Commissioner determines that the sponsor has deficiencies in terms of underutilization of minorities or women (minority and nonminority) within the meaning of this section, the Commissioner shall establish goals and timetables applicable to the sponsor for the admission of minority and female (minority and nonminority) applicants into the eligibility pool or selection of apprentices, as appropriate. The sponsor shall make good faith efforts to attain these goals and timetables in accordance with the requirement of this section.

(e) *Analysis to determine if deficiencies exist.* The sponsor's determination as to whether goals and timetables shall be established, shall be based on an analysis of at least the following factors, which analysis shall be set forth in writing as part of the affirmative action plan.

(1) The size of the working age minority and female (minority and nonminority) population in the program sponsor's labor market area;

(2) The size of the minority and female (minority and nonminority) labor force in the program sponsor's labor market area;

(3) The percentage of minority and female (minority and nonminority) participation as apprentices in the particular craft as compared with the percentage of minorities and women (minority and nonminority) in the labor force in the program sponsor's labor market area;

(4) The percentage of minority and female (minority and nonminority) participation as journeypersons employed by the employer or employers participating in the program as compared with the percentage of minorities and women (minority and nonminority) in the sponsor's labor market area and the extent to which the sponsor should be expected to correct any deficiencies through the achievement of goals and timetables for the selection of apprentices; and

(5) The general availability of minorities and women (minority and nonminority) with present or potential capacity for apprenticeship in the program sponsor's labor market area.

(f) *Establishment and attainment of goals and timetables*. The goals and timetables shall be established on the basis of the sponsor's analysis of its underutilization of minorities and women and its entire affirmative action program. A single goal for minorities and a separate single goal for women is acceptable unless a particular group is employed in a substantially disparate manner in which case separate goals shall be established for such group. Such separate goals would be required, for example, if a specific minority group of women were underutilized even though the sponsor had achieved its standards for women generally. In establishing the goals, the sponsor should consider the results which could be reasonably expected from its good faith efforts to make its overall affirmative action program work. Compliance with these requirements shall be determined by whether the sponsor has met its goals within its timetables, or failing that, whether it has made good faith efforts to meet its goals and timetables. Its "good faith efforts" shall be judged by whether it is following its affirmative action program and attempting to make it work, including evaluation and changes in its program where necessary to obtain the maximum effectiveness toward

the attainment of its goals. However, in order to deal fairly with program sponsors, and with women who are entitled to protection under the goals and timetables requirements, during the first 12 months after the effective date of these regulations, the program sponsor would generally be expected to set a goal for women for the entering year class at a rate which is not less than 50 percent of the proportion women are of the workforce in the program sponsor's labor market area and set a percentage goal for women in each class beyond the entering class which is not less than the participation rate of women currently in the preceding class. At the end of the first 12 months after the effective date of these regulations, sponsors are expected to make appropriate adjustments in goal levels. (See Section 600.9 [b].)

(g) *Data and information*. The Commissioner shall make available to program sponsors data and information on minority and female (minority and nonminority) labor force characteristics for each Standard Metropolitan Statistical Area and for other special areas as appropriate.

600.6 - Selection of apprentices.

(a) *Obligation of sponsors*. In addition to the development of a written affirmative action plan to ensure that minorities and women have an equal opportunity for selection as apprentices and otherwise ensure the prompt achievement of full and equal opportunity in apprenticeship; each sponsor shall further provide in its affirmative action program that the selection of apprentices shall be made under one of the methods specified in the following subdivision (b) of this Section.

(b) *Selection methods*. The sponsor shall adopt one of the following methods for selecting apprentices:

(1) *Selection* on basis of rank from pool of eligible applicants.

(i) Selection. A sponsor may select apprentices from a pool of eligible applicants created in accordance with the requirements of subparagraph (iii) of this paragraph on the basis of the rank order of scores of applicants on one or more qualification standards where there is a significant statisti-

cal relationship between rank order of scores and performance in the apprenticeship program. In demonstrating such relationship, the sponsor shall follow the procedures set forth in guidelines on employee selection procedures published in 41 CFR Part 60.3.

(ii) Requirements. The sponsor adopting this method of selecting apprentices shall meet the requirements of subparagraphs (iii) through (vi) of this paragraph.

(iii) Creation of pool of eligibles. A pool of eligibles shall be created from applicants who meet the qualifications of minimum legal working age or from applicants who meet qualification standards in addition to minimum legal working age; *Provided*, that any additional qualification standards conform with the following requirements:

(*a*) Qualification standards. The qualification standards, and the procedures for determining such qualification standards, shall be stated in detail and shall provide criteria for the specific factors and attributes to be considered in evaluating applicants for admission to the pool shall also be specified. All qualification standards, and the score required on any standard for admission to the pool shall be directly related to job performance, as shown by a significant statistical relationship between the score required for admission to the pool, and performance in the apprenticeship program. In demonstrating such relationship, the sponsor shall follow the procedures set forth in 41 CFR Part 60.3. Qualifications shall be considered as separately required so that the failure of an applicant to attain the specified score under a single qualification standard shall disqualify the applicant from admission to the pool.

(*b*) Aptitude tests. Any qualification standard for admission to the pool consisting of aptitude test scores shall be directly related to job performance, as shown by significant statistical relationships between the score

on the aptitude tests required for admission to the pool, and performance in the apprenticeship program. In determining such relationship, the sponsor shall follow the procedures set forth in 41 CFR Part 60.3. These requirements shall also be applicable to aptitude tests utilized by a program sponsor which are administered by the State Employment Service or any other person, agency, or organization engaged in the selection or evaluation of personnel. A national test developed and administered by a national joint apprenticeship committee will not be approved by the Commissioner unless such test meets the requirements of this subsection.

(*c*) Educational attainments. All educational attainments or achievements as qualifications for admission to the pool shall be directly related to job performance as shown by a significant statistical relationship between the score required for admission to the pool and performance in the apprenticeship program. In demonstrating such relationship, the sponsor shall meet the requirements of 41 CFR Part 60.3. School records or a passing grade on the general education development tests recognized by the State or local public instruction authority shall be evidence of educational achievement. Education requirements shall be applied uniformly to all applicants.

(*d*) Oral interviews. Oral interviews shall not be used as a qualification standard for admission into an eligibility pool. However, once an applicant is placed in the eligibility pool, and prior to selection for apprenticeship from the pool, he or she may be required to submit to an oral interview. Oral interviews shall be limited to such objective questions as may be required to determine the fitness of applicants to enter the apprenticeship program, but shall not include questions relating to qualifications previously determined in gaining entrance to the eligibility pool. When an oral interview is

used, each interviewer shall record the questions and the general nature of the applicant's answers, and shall prepare a summary of any conclusions. Each applicant rejected from the pool of eligibles on the basis of an oral interview shall be given a written statement of such rejection, the reasons therefore, and the appeal rights available to the applicant.

(iv) Notification of applicants. All applicants who meet the requirements for admission shall be notified and placed in the eligibility pool. The program sponsor shall give each rejected applicant who is not selected for the pool or the program notice of his or her rejection, including the reasons for the rejection, the requirements for admission to the pool of eligibles, and the appeal rights available to the applicant.

(v) Goals and timetables. The sponsor shall establish where required by Section 600.5 (d), percentage goals and timetables for the admission of minorities and women (minority and nonminority) into the pool of eligibles, in accordance with the provisions of Section 600.5 (d), (e) and (f).

(vi) Compliance. A sponsor shall be deemed to be in compliance with its committments under subparagraph (v) of this paragraph if it meets its goals or timetables or if it makes a good faith effort to meet these goals and timetables. In the event of the failure of the sponsor to meet its goals and timetables, it shall be given an opportunity to demonstrate that it has made every "good faith effort" to meet its committments (see Section 600.5 [f]). All the actions of the sponsor shall be reviewed and evaluated in determining whether such good faith efforts have been made.

(2) Random selection from pool of eligible applicants.

(i) Selection. A sponsor may select apprentices from a pool of eligible applicants on a random basis. The method of random selection is subject to approval by the Commissioner. Supervision of the random selection process shall be by an

impartial person or persons selected by the sponsor, but not associated with the administration of the apprenticeship program. The time and place of the selection, and the number of apprentices to be selected, shall be announced. The place of the selection shall be open to all applicants and the public. The names of apprentices drawn by this method shall be posted immediately following the selection at the program sponsor's place of business.

(ii) Requirements. The sponsor adopting this method of selecting apprentices shall meet the requirements of subparagraphs (iii) through (v) of paragraph (1) of this subdivision relating to the creation of pool of eligibles, oral interviews and notification of applicants.

(iii) Goals and timetables. The sponsor shall establish, where required by Section 600.5 (d), percentage goals and timetables for admission of minorities and women (minority and nonminority) into the pool of eligibles in accordance with the provisions of Section 600.5 (d), (e) and (f).

(iv) Compliance. Determinations as to the sponsor's compliance with its obligations under these regulations shall be in accordance with the provisions of subparagraph (vi) of paragraph (1) of subdivision (b) of this Section.

(3) Selection from pool of current employees.

(i) Selection. A sponsor may select apprentices from an eligibility pool of the workers already employed by the program sponsor in a manner prescribed by a collective bargaining agreement where such exists, or by the sponsor's established promotion policy. The sponsor adopting this method of selecting apprentices shall establish goals and timetables for the selection of minority and female apprentices, unless the sponsor concludes in accordance with the provisions of Section 600.5 (d), (e), and (f) that it does not have deficiencies in terms of underutilization of minorities and/or women (minority and nonminority) in the apprenticeship of journeyperson crafts represented by the program.

(ii) Compliance. Determinations as to the sponsor's compliance with its obligations under these regulations shall be in accordance with provisions of subparagraph (vi) of paragraph (1) of subdivision (b) of this section.

(4) Alternative selection methods.

(i) Selection. A sponsor may select apprentices by means of any other method including its present selection method; *Provided*, that the sponsor meets the following requirements:

(*a*) Selection method and goals and timetables. Within 30 days of the effective date of this Part the sponsor shall complete development of the revised selection method it proposes to use along with the rest of its written affirmative action program including, where required by Section 600.5 (d) its percentage goals and timetables for the selection of minority and/or female (minority and nonminority) applicants for apprenticeship and its written analysis, upon which such goals and timetables, or lack thereof, are based. The establishment of goals and timetables shall be in accordance with the provisions of Section 600.5 (d), (e) and (f). The sponsor may not implement any such selection method until the Commissioner has approved the selection method as meeting the requirements of clause (*b*) of this subparagraph and has approved the remainder of its affirmative action program including its goals and timetables. If the Commissioner fails to act upon the selection method and the affirmative action program within 30 days of its submission, the sponsor then may implement the selection method.

(*b*) Qualification standards. Apprentices shall be selected on the basis of objective and specific qualification standards. Examples of such standards are fair aptitude tests, school diplomas or equivalent, occupationally essential health requirements, fair interviews, school grades, and previous work experience. Where interviews are used, adequate records shall be kept includ-

ing a brief summary of each interview and the conclusions on each of the specific factors, e.g., motivation, ambition and willingness to accept direction which are part of the total judgement. In applying any such standards, the sponsor shall meet the requirements of 41 CFR Part 60.3.

(ii) Compliance. Determinations as to the sponsor's compliance with its obligations under these regulations shall be in accordance with the provisions of subdivision (vi) of paragraph (1) of subdivision (b) of this section. Where a sponsor, despite its good faith efforts, fails to meet its goals and timetables within a reasonable period of time, the sponsor may be required to make appropriate changes in its affirmative action program to the extent necessary to obtain maximum effectiveness toward the attainment of its goals. The sponsor may also be required to develop and adopt an alternative selection method, including a method prescribed by the Commissioner, where it is determined that the failure of the sponsor to meet its goals is attributable in substantial part to the selection method. Where the sponsor's failure to meet its goals is attributable in substantial part to its use of a qualification standard which has adversely affected the opportunities of minorities and/or women (minority and nonminority) for apprenticeship, the sponsor may be required to demonstrate that such qualification standard is directly related to job performance, in accordance with the provisions of (i) (iii) (a) of this subdivision.

600.7 - Existing lists of eligibles and public notice.

A sponsor adopting a selection method under Section 600.6 (b) (1) or (2) and a sponsor adopting a selection method under section 600.6 (b) (4) who determines that there are fewer minorities and/or women (minority and nonminority) on its existing lists of eligibles than would reasonably be expected in view of the analysis described in Section 600.5

(e) shall discard all existing eligibility lists upon adoption of the selection methods required by this Part. New eligibility pools shall be established and lists of eligibility pools shall be posted at the sponsor's place of business. Sponsors shall establish a reasonable period of not less than two weeks for accepting applications for admission to an apprenticeship program. There shall be at least 30 days of public notice in advance of the earliest date for application for admission to the apprenticeship program (see Section 600.5 [c] on affirmative action with respect to dissemination of information). Applicants who have been placed in a pool of eligibles shall be retained on lists of eligibles subject to selection for a period of two years. Applicants may be removed from the list at an earlier date by their request or following their failure to respond to an apprentice job opportunity given by certified mail, return receipt requested. Applicants who have been accepted in the program shall be afforded a reasonable period of time in light of the customs and practices of the industry for reporting for work. All applicants shall be treated equally in determining such period of time. It shall be the responsibility of the applicant to keep the sponsor informed of his or her current mailing address. Upon request, a sponsor may restore to the list of eligibles applicants who have been removed from the list or who have failed to respond to an apprenticeship job opportunity.

600.8 - (Reserved)

600.9 - Records.

(a) *Obligations of sponsors.* Each sponsor shall keep adequate records including a summary of the qualifications of each applicant, the basis for evaluation and for selection or rejection of each applicant, the records pertaining to interviews of applicants, the original application for each applicant, information relative to the operation of the apprenticeship program, including but not limited to job assignment, promotion, demotion, layoff, or termination, rates of pay, or other forms of compensation or conditions of work, hours including hours of work and, separately, hours of training provided, and any other records pertinent to a determination of compliance with these regulations, as may be required

by the Commissioner. The records pertaining to individual applicants, selected or rejected, shall be maintained in such manner as to permit identification of minority and female (minority and nonminority) participants.

(b) *Affirmative action plans*. Each sponsor must retain a statement of its affirmative action plan required by Section 600.5 for the prompt achievement of full and equal opportunity in apprenticeship, including all data and analysis made pursuant to the requirements of Section 600.5. Sponsors shall review their affirmative action plans annually and update them where necessary, including the goals and timetables.

(c) *Qualification standards*. Each sponsor must maintain evidence that its qualification standards have been validated in accordance with the requirements set forth in Section 600.6 (b).

(d) *Maintenance of records*. The records required by this Part and any other information relevant to compliance with this Part shall be maintained for five years and made available upon request to the Commissioner or his authorized representative.

(e) *Records of the agency*. The agency will keep adequate records, including registration requirements, approved individual program standards, registration actions, deregistration actions, program compliance reviews and investigations, individual program ethnic count, total apprenticeship ethnic count and any other records pertinent to a determination of compliance with this plan as may be required by the Department, through the Office of the State Supervisor of the Bureau of Apprenticeship and Training, United States Department of Labor, semiannually.

600.10 - Compliance Reviews.

(a) *Conduct of compliance reviews*. The Commissioner shall regularly conduct systematic reviews of apprenticeship programs in order to determine the extent to which sponsors are complying with these regulations and shall also conduct compliance reviews when circumstances, including receipt of complaints not referred to a private

review body pursuant to Section 600.12 (b) (1), so warrant, and take appropriate action regarding programs which are not in compliance with the requirements of this Part. Compliance reviews will consist of comprehensive analysis and evaluations of each aspect of the apprenticeship program, including on-site investigations and audits.

(b) *Reregistration*. Sponsors seeking reregistration shall be subject to a compliance review as described in subdivision (a) of this Section by the Commissioner as part of the reregistration process.

(c) *New registrations*. Sponsors seeking new registration shall be subject to a compliance review as described in subdivision (a) of this Section by the Commissioner as part of the registration process.

(d) *Voluntary compliance*. Where the compliance review indicates that the sponsor is not operating in accordance with this Part, the Commissioner shall notify the sponsor in writing of the results of the review and make a reasonable effort to secure voluntary compliance on the part of the program sponsor within a reasonable time before undertaking sanctions under Section 600.14. In the case of sponsors seeking new registration, the Commissioner will provide appropriate recommendations to the sponsor to enable it to achieve compliance for reregistration purposes.

600.11 - Noncompliance with Federal and State equal opportunity requirements.

A pattern or practice of noncompliance by a sponsor (or where the sponsor is a joint apprenticeship committee, by one of the parties represented on such committee) with Federal or State laws or regulations requiring equal opportunity may be grounds for the imposition of sanctions in accordance with Section 600.14 if such noncompliance is related to the equal employment opportunity of apprentices and/or graduates of such an apprenticeship program under this Part. The sponsor shall take affirmative steps to assist and cooperate with employers and unions in fulfilling their equal employment opportunity obligations.

600.12 - Complaint procedure.

(a) *Filing.*

(1) Any apprentice or applicant for apprenticeship who believes that he or she has been discriminated against on the basis of race, color, religion, national origin, sex, disability, or marital status with regard to apprenticeship or that the equal opportunity standards with respect to his or her selection have not been followed in the operation of an apprenticeship program may, personally or through an authorized representative, file a complaint with the State Division of Human Rights, or, at the apprentice's or applicant's election, with a private review body established pursuant to paragraph (3) of this subdivision. The complaint shall be in writing and shall be signed by the complainant. It must include the name, address and telephone number of the person allegedly discriminated against, the program sponsor involved, and a brief description of the circumstances of the failure to apply the equal opportunity standards provided for in this Part.

(2) The complaint must be filed not later than one year from the date of the alleged discrimination or specified failure to follow the equal opportunity standards; and, in the case of complaints filed directly with review bodies designated by program sponsors to review such complaints, any referral of such complaint by the complainant to the State Division of Human Rights must occur within the time limitation stated above or 30 days from the final decision of such review body, whichever is later. The time may be extended by the State Division of Human Rights for good cause shown.

(3) Sponsors are encouraged to establish fair, speedy, and effective procedures for a review body to consider complaints of failure to follow the equal opportunity standards. A private review body established by the program sponsor for this purpose should number three or more responsible persons from the community serving in this capacity without compensation. Members of the review body should not be directly associated with the administration of an apprenticeship program. Sponsors may join to-

gether in establishing a review body to serve the needs of programs within the community.

(b) *Processing of complaints.*

(1) When the sponsor has designated a review body for reviewing complaints, the State Division of Human Rights, unless the complainant has indicated otherwise or unless the State Division of Human Rights has determined that the review body will not effectively enforce the equal opportunity standards, shall upon receiving a complaint, refer it to the review body.

(2) The State Division of Human Rights, shall, within 30 days following the referral of a complaint to the review body, obtain reports from the complainant and the review body as to the disposition of the complaint. If the complaint has been satisfactorily adjusted and there is no other indication of failure to apply equal opportunity standards, the case shall be closed and the parties appropriately informed.

(3) When a complaint has not been resolved by the review body within 90 days or where, despite satisfactory resolution of the particular complaint by the review body, there is evidence that equal opportunity practices of the apprenticeship program are not in accordance with this Part, the Commissioner may conduct such compliance review as found necessary, and shall take all necessary steps to resolve the complaint.

(4) Where no review body exists, the State Division of Human Rights may conduct such compliance review as found necessary in order to determine the facts of the complaint, and obtain such other information relating to compliance with these regulations as the circumstances warrant.

(5) Sponsors shall provide written notice of the above complaint procedure to all applicants for apprenticeship and all apprentices.

600.13 - Adjustments in schedule for compliance review or complaint processing.

If, in the judgment of the State Division of Human Rights, a particular situation warrants and requires special processing and either expedited or extended determination, it shall take the steps necessary to permit such determination if it finds that no person or party affected by such determination will be prejudiced by such special processing.

600.14 - Sanctions.

(a) *Where the Commissioner* as a result of a compliance review pursuant to Section 600.10 or other reason, determines that there is reasonable cause to believe that an apprenticeship program is not operating in accordance with this Part and voluntary corrective action has not been taken by the program sponsor, the Commissioner may institute proceedings to deregister the program or refer the matter to the State Division of Human Rights or to the State Attorney General for appropriate action.

(b) *Deregistration proceedings* shall be conducted in accordance with the following procedures:

(1) The Commissioner shall notify the sponsor, in writing, that a determination of reasonable cause has been made under subdivision (a) of this section and that the apprenticeship program will be deregistered unless, within 15 days of the receipt of the notice, the sponsor requests a hearing. The notification shall specify the facts on which the determination is based.

(2) If within 10 days of the receipt of the notice provided for in paragraph (1) of this subdivision, the sponsor mails a request for a hearing, the Commissioner shall convene a hearing in accordance with subdivision (c) of this section.

(3) The Commissioner shall make a final decision on the basis of the record before him, which shall consist of the compliance review file and other evidence presented and, if a hearing was conducted pursuant to subdivision (c), the proposed findings and

recommended decision of the hearing officer. In his discretion, the Commissioner may allow the sponsor a reasonable time to achieve voluntary corrective action. If the Commissioner's decision is that the apprenticeship program is not operating in accordance with this plan, the apprenticeship program shall be deregistered. In each case in which deregistration is ordered, the Commissioner shall publish promptly in the State Bulletin a notice of the order and shall notify the sponsor and the complainant, if any, and the U.S. Department of Labor. The Commissioner shall inform any sponsor whose program has been deregistered that it may appeal such deregistration to the U.S. Department of Labor in accordance with the procedures of 29 CFR, Section 30.15 or to the courts in a proceeding under Article 78 of the Civil Practice Law and Rules of the State of New York.

(4) If the State Division of Human Rights, after a hearing, finds the existence of discrimination in connection with a program, the Commissioner may, on the basis of such findings, terminate the registration of such program.

(c) *Hearings*. Upon receipt of a request for a hearing, the Commissioner shall request the Chairman of the Apprenticeship Council to designate a panel from the members of the Apprenticeship Council to conduct such hearing. The Commissioner may, at the request of the Chairman designate an attorney of the Agency to preside at the hearing, but such attorney shall not participate in the making of the report and recommendations of the panel. The panel shall be composed of an equal number of representatives of employers and of employee organizations, and also may include the Chairman. Reasonable notice of the hearing shall be given by registered mail, return receipt requested, to the appropriate sponsor and the complainant, if any. Such notice shall include a reasonable time and place of hearing, a statement of the provisions of this Part pursuant to which the hearing is to be held, and a concise statement of the matters pursuant to which the action forming the basis of the hearing is proposed to be taken.

Hearings shall be conducted informally and a record made of the sworn testimony. The complainant and every party to the proceeding shall have the right to counsel, and a full opportunity to be heard, including such cross-examination as may be appropriate in the cir-

cumstances. The hearing panel shall, on the basis of the record made in the proceeding, submit its report and recommendations to the Commissioner, who after reviewing such record, report and recommendations, shall issue his determination within 30 days after receipt of the hearing panel's report.

600.15 - Reinstatement of program registration.

Any apprenticeship program deregistered pursuant to Section 600.14 may be reinstated upon presentation of adequate evidence to the Commissioner that the apprenticeship program is operating in accordance with this Part.

600.16 - Intimidatory or retaliatory acts.

Any intimidation, threat, coercion, or retaliation by or with the approval of any sponsor against any person for the purpose of interfering with any right or privilege secured by Title VII of the Civil Rights Act of 1964, as amended, Executive Order 11246, as amended, or because he or she has made a complaint, testified, assisted, or participated in any manner in any investigation, proceeding, or hearing under this Part shall be considered non-compliance with the equal employment opportunity standards of this Part. The identity of complainants shall be kept confidential except to the extent necessary to carry out the purposes of this Part, including the conduct of any investigation, hearing or judicial proceedings arising therefrom.

600.17 - Nondiscrimination.

The committments contained in the sponsor's affirmative action program are not intended and shall not be used to discriminate against

any qualified applicant or apprentice on the basis of race, color, religion, national origin, sex, disability, or marital status.

600.18 - Exemptions.

Requests for exemption from this Part, or any part thereof, shall be made in writing to the Commissioner and shall contain a statement of reasons supporting the request. Exemptions may be granted for good cause. The Commissioner shall notify the U.S. Department of Labor of any such exemptions granted affecting a substantial number of employees and the reasons therefore. A sponsor may be exempted from compliance with this Part during the effective dates of a plan to increase the employment of members of a minority group and women as apprentices, approved by the State Division of Human Rights under subdivision 12 of Section 296 of the State Human Rights Law. A sponsor may also be exempted from compliance during the period which the apprenticeship program is being administered under jurisdiction of a Federal or State court.

600.19 - Federal responsibilities.

The agency fully recognizes the rights, duties and responsibilities of the United States Department of Labor as provided in 29 CFR, Part 30.

600.20 - Effective Date

This plan shall be effective November, 28, 1978

Signed at New York City, New York

This 30th day of November 1978.

s/Philip Ross
NAME OF AUTHORIZED OFFICIAL

INDUSTRIAL COMMISSIONER
TITLE

Approved by the U.S. Department of Labor this 14th day of

December, 1978.

s/Robert J. McConnon
NAME OF AUTHORIZED OFFICIAL

Administrator
Bureau of Apprenticeship & Training
TITLE

Appendix D

New York State

Apprenticeship and Training Council

TRADES DECLARED APPRENTICEABLE

with

NORMAL TERM OF APPRENTICESHIP

As of June 3, 1980

101

TRADES DECLARED APPRENTICEABLE
by the
New York State Apprenticeship and Training Council
With
Normal Term of Apprenticeship

	No. of Months	D.O.T. Code
CONSTRUCTION INDUSTRY AND ALLIED TRADES		
Brick, Marble and Cement Trades		
Bricklayer - Refractory	48	861.381.026
Bricklayer - Mason 3 year	36	861.381.022
Bricklayer - Mason 4 year	48	861.381.022
Cement Finisher or Cement Mason	36	844.364.014
Granite Cutter	36	771.381.010
Marble Carver, Cutter & Setter	48	771.281.014
Marble Polisher	48	673.382.022
Stone Mason	48	861.381.042
Stone Setter (Mason)	48	861.381.042
Bricklayer, Mason & Plasterer	48	861.381.022
Pointers, Cleaners & Caulkers	36	863.364.580
Woodworking Trades		
Carpenter	48	860.381.026
Wood Machinist	48	669.380.010
Carpenter (Residential)	48	860.381.026
Plumbing and Heating Trades		
Pipe Fitter	48	862.381.026
Plumber	48	862.381.034
Plumber & Steamfitter	48	862.381.034
Steamfitter	48	862.381.026
Refrigeration & Air Conditioning Mechanic	48	637.261.026
Lead Burner	60	819.281.014
Sprinkler Fitter	48	862.381.026
Plumber (Job & Alterations)	48	862.381.034
Plumber & Pipefitter	48	862.381.034
Plumber (Residential)	48	862.381.034

	No. of Months	D.O.T. Code
Interior Finishing Trades		
Lather, Wood, Wire & Metal 2 year	24	842.361.014
Lather, Wood, Wire & Metal 3 year	36	842.361.014
Painter & Decorator	36	840.381.010
Painter, Decorator & Paperhanger	36	840.381.010
Plasterer 3 year	36	842.361.022
Plasterer 4 year	48	842.361.022
Dry Wall Taper	24	842.664.010
Paperhanger	24	841.381.010
Sheetmetal, Iron and Roofing Trades		
Ornamental Iron Worker	36	809.381.026
Ornamental Iron Worker	48	809.381.026
Roofer	36	866.381.014
Roofer	48	866.381.014
Sheetmetal Worker	48	804.281.014
Ironworker	24	801.361.018
Ironworker	36	801.361.018
Sheetmetal Worker (Sign Hanger & Rigger)	48	869.381.026
Boilermaker - Construction	48	805.261.010
Sheetmetal Worker (Artisan)	36	804.281.014
Tile, Glass and Floor Covering Trades		
Glazier	36	865.381.014
Glazier (Stained Glass)	48	779.381.010
Linoleum & Resilient Tile Layer 3 year	36	864.481.014
Linoleum & Resilient Tile Layer 4 year	48	864.481.014
Linoleum, Resilient Tile & Carpet Layer or Soft Tile & Carpet Layer 3 year	36	864.481.014
Linoleum, Resilient Tile & Carpet Layer or Soft Tile & Carpet Layer 4 year	48	864.481.014
Mosaic Worker	36	779.381.014
Mosaic Worker	48	779.381.014
Terrazzo Worker	36	861.381.050
Tile Setter 3 year	36	861.381.058
Tile Setter 4 year	48	861.381.058

	No. of Months	D.O.T. Code
Electrical Trades		
Electrical Line Erector & Maintainer	48	821.361.018
Electrician (8,000)	48	824.261.014
Electrician, Sign	48	824.381.010
Electrician (Housewire or Residential)	36	824.261.014
Telephone Line Erector & Maintainer	48	822.381.014
Television Cable Line Erector & Maintainer	48	821.281.010
Other Construction Trades		
Asbestos Worker	48	863.364.580
Operating Engineer (Universal Equipment)	48	859.683.014
Operating Engineer (Grade Paving Equipment)	48	859.683.014
Operating Engineer (Plant Equipment)	48	950.382.030
Operating Engineer (Heavy Duty Repairer)	48	620.261.022
Operating Engineer (Heavy Equipment)	48	859.683.014
PRINTING AND ALLIED TRADES		
Engraving Composition Trades (Except Litho)		
Compositor	48	973.381.014
Die Engraver (Steel Plate Engraver)	48	979.381.010
Die Stamper Press Operator	48	651.382.010
Engraver & Die Cutter	48	979.381.010
Engraver & Die Cutter	60	979.381.010
Photoengraver (Also Gravure: Rotogravure)	60	971.381.026
Photoengraver (Also Gravure: Rotogravure)	72	971.381.026

	No. of Months	D.O.T. Code
Photoengraver: Etcher (Includes Printers, also Gravure)	60	971.381.014
Photoengraver: Etcher (Includes Printers, also Gravure)	72	971.381.014
Photoengraver: Stripper	60	971.381.054
Photoengraver: Stripper	72	971.381.054
Photoengraver: Photographer (Also Gravure)	60	971.381.014
Photoengraver: Photographer (Also Gravure)	72	971.382.014
Photoengraver: Router (Also Gravure)	60	979.682.026
Photoengraver: Router (Also Gravure)	72	979.682.026
Print Roller Router	48	979.682.026
Stereotyper	72	974.382.014
Plate Finisher (Burnisher-Alterationist)	48	659.360.010
Siderographer	84	979.381.030
Plate Maker (Steel Plate Printing)	48	972.381.014
Photoengraver: Commercial	72	971.381.026
Press Trades		
Commercial Press Operator	48	651.362.014
Commercial Press Operator	60	651.362.014
Cylinder Press Ass't & Rotary Press Assistant	30	651.362.014
Cylinder Press Operator (10,000 Hours)	60	651.362.014
Cylinder Press Operator (11,000 Hours)	66	651.362.014
Job Press Assistant	24	651.362.014
Job Press Operator (10,000 Hours)	60	651.362.014
Job Press Operator (11,000 Hours)	66	651.362.014
Newspaper (Web) Press Operator or Web Press Operator	60	651.362.034
Plate Printer Press Operator	48	651.362.022
Press Operator	48	651.362.022
Printer Presser (Wallpaper)	48	652.662.014
Assistant Press Operator	36	651.362.014
Folding Box Letter-Press Operator	60	651.482.014

	No. of Months	D.O.T. Code
Folding Box Cutting & Creasing Press Operator	48	649.682.014
Folding Box Cutting & Creasing Press Operator	60	649.682.014
Lithographic Trades		
Lithographic Artist	60	972.281.010
Lithographic Dot Etcher	60	971.261.010
Lithographic Photographer	60	972.382.014
Lithographic Platemaker	60	972.381.014
Lithographic Press Operator	36	651.482.014
Lithographic Press Operator	48	651.482.014
Lithographic Offset Press Operator	48	651.482.014
Lithographic Stripper	60	972.381.022
Lithographic Photographer (Dark Room Technician)	60	972.382.010
Lithographic Photographer (Assistant)	60	972.382.010
Lithographic Dot Etcher Assistant	48	971.261.010
Lithographic Platemaker Assistant	48	972.381.014
Lithographic Stripper (Color Ass't)	48-60	972.381.022
Graphic Arts Technician	36	979.382.018
Bindery Trades		
Bookbinder	24	977.381.014
Bookbinder	48	977.381.014
Bookbinder, Edition	48	977.381.014
Bookbinder, Pamphlet	60	977.381.014
Other Printing Trades		
Color Mixer (Wallpaper or Window Shade Cloth)	48	589.464.010
Mailer	60	222.587.032
Mailer	72	222.587.032
Printing Typecasting Machinist	48	654.582.010
Printing Typecasting Machinist	72	654.582.010
Folding Box Machine Adjuster (Maintenance Mechanic)	48	649.682.010

	No. of Months	D.O.T. Code
METAL-ALLIED TRADES		
Tool and Die Trades		
Die Maker	48	601.281.010
Die Maker	60	601.281.010
Die Maker (Paper Goods)	48	739.381.022
Die Maker (Shoe)	48	601.381.038
Die Sinker	84	601.280.022
Tool & Die Maker	48	601.280.050
Tool & Jig Builder	48	601.281.026
Tool & Jig Builder	60	601.281.026
Tool Maker	48	601.280.042
Tool Maker	60	601.280.042
Trimmer Die Maker	48	601.280.014
Tool & Die Maker (Mold)	48	601.280.030
Tool & Die Maker (Model Builder)	48	601.280.050
Die Maker (Die Cast Designer)	48	601.280.030
Die Maker (Die Cast)	48	601.280.030
Die Maker (Die Repairer)	48	601.280.030
Tool & Cutter Grinder	48	603.280.038
Machine Tool Builder	60	600.281.022
Other Machine Shop Trades		
Machinist	48	600.280.026
Maintenance Machinist	48	600.280.042
Metal Spinner (Custom)	48	619.362.018
Millwright	48	638.281.022
Custom Gear Maker	48	602.380.010
Machine Tool Mechanic	36	638.281.022
Machine Tool Mechanic	48	638.281.022
Machinist (Automatic Screw Machine)	48	604.280.022
Machinist (Experimental)	48	600.280.038
Machinist (Precision)	48	600.280.026
Machinist - TRMO Grinder	48	603.280.018
Fourslide Machine Set-Up & Operator	48	619.382.018
Electronics-Mechanic (Numerical Controls Systems Maintenance)	48	828.281.014
Machine Builder	36	600.281.022
Machine Repair	48	626.281.010

	No. of Months	D.O.T. Code
Screw Machine Set Up & Operator (Single Spindle)	48	604.280.018
Binder Mechanic	48	638.281.014
Screw Machine Set Up & Operator (Multiple Spindle)	48	604.280.014
Primary Metal Trades		
Boiler-Maker (Shop)	48	805.261.010
Coremaker	48	518.381.018
Moldmaker	48	518.361.014
Molder	48	518.361.014
Molder & Coremaker	48	518.361.014
Patternmaker (Metal)	60	600.280.046
Sheetmetal Worker (Iron Plate)	48	804.281.014
Welder (Industrial)	48	810.384.010
Welder (Maintenance)	48	812.884.022
Other Metal Trades, etc.		
Aircraft Sheet Metal Worker	48	806.381.054
Instrument Maker	48	600.280.010
Instrument Maker	60	600.280.010
Metal Plater	36	500.380.014
Heat Treater	48	504.682.018
Model Maker	48	600.260.010
Springmaker	36	616.280.010
Wire Drawer	24	614.382.010
OTHER MANUFACTURING INDUSTRIES TRADES		
Jewelry Manufacturing Indus. Trades		
Diamond Setter	48	700.381.058
Diamond & Stone Setter	42	700.381.058
Jeweler (Hand Make)	39	700.281.014
Jeweler (Production)	33	700.281.014
Jewelry Caster	30	502.381.010
Jewelry Polisher	33	700.687.058
Silversmith	48	700.281.014
Tool Maker (Jewelry)	36	601.280.042

	No. of Months	D.O.T. Code
Textile and Apparel Trades		
Knitting Machine Fixer	48	689.280.014
Patternmaker Shoe (Designer)	48	142.061.018
Shoe Maker - Custom Orthopedic	48	788.381.014
Fur Cutter	24	783.381.010
Fur Finisher	24	783.381.014
Fur Nailer	24	783.684.014
Fur Operator	24	783.682.010
Electrical Manufacturing Trades		
Cable Splicer-Telephone	48	829.361.014
Electronic Laboratory Technician (or Electronic Technician)	48	003.161.014
Electronic Instrumentation Field Service Engineer	36	828.281.014
Woodworking Trades		
Cabinetmaker	48	660.280.014
Furniture Finisher (Painter)	36	763.381.014
Patternmaker (Wood)	60	661.281.018
Ship Carpenter	48	860.281.014
Shipfitter	48	806.381.050
Hand Wood Carver	48	761.281.010
Stone, Clay and Glass Manufacturing Trades		
Glass Blower	48	772.281.010
Glass Engraver w/Copper Wheels	72	775.381.010
Optical Laboratory Technician	48	716.280.010
Optical Lens Grinder	48	716.382.022
Stone Carver & Engraver	36	771.281.014
Flow Machine Operator	24	575.382.014
Glass Equipment Mechanic	48	638.281.014
Melting Operator, Glass (Furnace)	42	572.382.010
Glass Gather	24	575.684.026
Glass Blower (Gaffer Tube Draw)	48	772.681.010
Glass Blower (Glass Machine Engineering)	48	772.281.010
Glass Blower (Machine Forming)	48	772.482.010

	No. of Months	D.O.T. Code
Glass Furnace Hot Repairer	48	861.381.026
Plant Instrument Electro-Mechanical Cold End Repairer	48	638.281.014
Other Manufacturing Trades		
Boat Builder	48	860.381.014
Pipe Organ Builder & Repairer	48	730.361.014
Prosthetic Appliance Mechanic	48	712.381.038
Sailmaker	48	739.381.014
Chemical Laboratory Technician	48	022.261.010
Canning Machines Set-Up & Adjuster	24	920.680.010
Model Maker (Electrical)	48	003.161.014
Inspection Technician	48	609.361.010
SERVICE AND REPAIR TRADES		
Automotive Trades		
Auto Body Repairer & Painter	36	807.381.010
Automobile Mechanic	36	620.261.012
Automotive Machinist	36	600.280.030
Bus Mechanic	36	620.261.012
Bus Refinisher - Painter (or Truck)	36	845.381.010
Diesel Engine Mechanic	36	625.281.014
Farm Machinery & Equipment Mechanic	36	624.281.014
Industrial Truck Mechanic	36	620.281.050
Auto Glass Installation Mechanic	24	865.684.010
Truck Mechanic	36	620.261.012
Truck Mechanic - Trailer	36	620.261.012
Automotive Technologist	36	620.261.012
Auto Painter	36	845.381.010
Recreational Vehicle Mechanic	48	620.261.012
Bus, Truck or Trailer Body Mechanic	36	807.381.010
Transmission Mechanic	24	620.281.062
Automotive Cooling System & A/C Technician	36	620.281.010

	No. of Months	D.O.T. Code
Railroad Trades		
Car Repairer (Railroad)	48	622.381.014
Electrician (Railroad)	48	825.281.026
Machinist (Railroad)	48	622.381.014
Air Craft Trades		
Aircraft Engine Mechanic	48	621.281.018
Aircraft Instrument Mechanic	48	710.281.026
Electrical Repair Trades		
Burglar Alarm Mechanic	48	822.361.022
Electric Motor Repairer	48	721.281.018
Fire Alarm Mechanic	48	822.361.022
Radio Repairer	48	720.281.010
Radio & Television Repairer	48	720.281.018
Electronic Equipment Mechanic	24	828.281.014
Motor Inspector	42	829.281.014
Protective Signal Installer	48	822.361.018
Shop Electrician Armature Winder	42	829.281.014
Food Preparation Trades		
Baker	48	526.381.014
Cook (Chef)	36-48	313.361.018
Meat Cutter	24-36	316.684.022
Baker (Cake)	36	526.381.014
Meat Cutter (Kosher)	36	316.684.022
Other Service and Repair Trades		
Barber	24	330.371.014
Business Machine Mechanic	30	633.281.022
Commercial and Advertising Artist	60	141.061.018
Commercial Photographer	36	143.062.018
Commercial and Portrait Photographer	36	143.062.018
Dental Technician (Dental Lab. Tech.)	48	712.381.022
Gunsmith	48	632.281.010
Instrument Mechanic	48	710.281.030

	No. of Months	D.O.T. Code
Locksmith	48	709.281.014
Scale Repairer	36	633.281.026
Sewing Machine Mechanic	48	639.281.018
Signwriter & Pictorial Painter	48	970.281.022
Stationary Engineer	48	950.382.030
Upholsterer (Custom)	36	780.381.022
Upholsterer (Custom)	48	780.381.022
Watchmaker (Repairer)	48	715.281.014
Landscape Nursery Manager	48	408.161.010
Maintenance Mechanic (Dry Cleaning & Laundry Equipment Repairer)	36	629.261.010
Dental Equipment Mechanic	36	829.261.014
Small Gas Engine & Equipment Mechanic	24	625.281.034
Appliance Repairer	36	827.261.014
Photographic Equipment Technician	48	714.281.018
Maintenance Mechanic (Automatic Equipment)	48	638.281.014
Maintenance Mechanic (Hydraulics and/or Mining Equipment)	36-48	638.281.014
Electric Elevator Service & Repairer	48	825.281.034
Navigation Aids Technician	48	911.383.010
Air Condition Equipment Mechanic	48	637.261.014
Building Maintenance Mechanic	24	899.381.010
Ski Resort Maintenance Mechanic	42	899.281.014
Highway Mechanic & Equipment Operator	36	859.683.014
Coin Machine Mechanic	36	639.281.014
Oil Burner Servicer & Installer	24	862.281.018
Tailor (Alteration)	48	785.261.018
Musical Instrument Mechanic	36	730.281.050

PLANT MAINTENANCE TRADES

Plant Maintenance-Bricklayer & Mason	48	861.381.042
Plant Maintenance-Carpenter	48	860.281.010
Plant Maintenance-Pipefitter	48	862.381.026
Plant Maintenance-Boilermaker	48	805.261.010
Plant Maintenance - Plumber & Steamfitter	48	862.381.034

	No. of Months	D.O.T. Code
Plant Maintenance - Plumber	48	862.381.034
Plant Maintenance-Painter, Decorator & Paperhanger	36	840.381.010
Plant Maintenance-Sheetmetal Worker	48	804.281.014
Plant Maintenance-Mechanic	36-48	899.281.014
Plant Maintenance-Ass't Engineer	48	950.382.030
Plant Maintenance-Electrician	48	829.281.014
Plant Maintenance - Heavy Equipment Operator & Repairer	48	859.683.014
Plant Maintenance - Welder	48	819.384.008
Plant Maintenance - Millwright	48	638.281.022
BUSINESS SERVICES		
Computer Analyst/Programmer	30	012.167.066
RETAIL & WHOLESALE SERVICES		
Counter Clerk - Automotive Parts	24	279.357.062
Counter Clerk - Farm Equipment Parts	24	279.357.062
Counter Clerk - Electrical Supplies	24	279.357.062
HEALTH SERVICES		
Emergency Medical Technician - Ambulance	12	079.374.010
Therapy Aide	12	355.354.010
Nuclear Medical Technician	36	078.361.018
Emergency Medical Technician - Paramedic	24	079.374.010
MISCELLANEOUS SERVICES		
Drafter (Architectural)	48	001.261.010
Drafter (Mechanical)	48	005.281.014

	No. of Months	D.O.T. Code
Drafter (Structural)	48	005.281.014
Drafter (Electrical)	48	003.281.010
Technical Engineer	48	018.167.018
Design Drafter (Electrical - Mechanical - Hydraulic)	60	017.261.014
Drafter (Tool Design)	48	007.261.022
Drafter (Marine)	48	014.281.010
Drafter (Civil)	48	005.281.010

JUSTICE, PUBLIC ORDER & SAFETY

Police Officer	24	375.263.014
Trooper	12	375.263.018
Fire Fighter	36	373.364.010
Campus Security Officer	24	372.363.010
Correction Officer	12	372.667.018
Fire-Medic	42	373.364.010

ADMINISTRATION OF HUMAN RESOURCES

Employment Service Placement Trainee	12	166.267.010
Veteran Employment Aide	12	166.267.010

Appendix E

WORK PROCESSES SAMPLE

(Machinist)

MACHINIST

WORK PROCESSES

Apprentices shall receive instruction and experience on the machines and processes listed in the following schedule:

		Approx. Hours
A.	Tool Crib Learning names of raw materials and names and uses of tools, jigs, fixtures, and gauges.	500
B.	Drills Power and Radial drilling, tapping, ream-lapping, counterboring and countersinking, grinding drills, lubricants, cutting, speeds and feeds, safety.	500
C.	Lathe - Engine Chucking, use of face plate, mandrel, steady rest and follow rest, centering, straight turning, facing taper turning with taper attachment, offset tail stock and compound, drilling, reaming, boring, buttoning, necking and recessing, filing, lapping, polishing, thread cutting, knurling, form turning, eccentric turning, tapping and spring winding, grinding lathe tools and centers, speeds and feeds, lubricants, safety.	1500
D.	Milling Machine Plain, vertical and universal. Selection of cutters, methods of holding work, vise, clamps, dividing head, circular table - plain or slab, milling, sawing, boring, fly cutter milling, vertical head, keyway cutting, slotting, spline milling, rack cutting, cutter milling, gear cutting, gang milling, form milling, speeds and feeds, lubricants, safety.	1000
E.	Shaper and Planer Methods of holding work, vise, clamps, dividing head, surface and angle cutting, keyway cutting, squaring, dovetailing, speeds and feeds, grinding tools, safety.	500
F.	Surface Grinder Safety, selection of grinding wheels, speeds and feeds, mounting wheels, magnetic chuck, dressing wheels, plain or surface grinding, angle grinding, squaring.	300

		Approx. Hours
G.	Universal Grinder Safety, mounting wheels, speeds and feeds, dressing wheels, straight, taper, angle face, form and hole grinding.	500
H.	Cutter Grinder Safety, mounting wheels, setting up indexing attachments, clearance angles for various types of cutters and reamers, setting up for these angles, grinding plain, spiral and end mills, reamers, form cutters.	600
I.	Heat Treatment Kinds of steel, S.A.E. Classification, how to harden, draw, case and pack harden and anneal, use of pyrometer and color chart, hardness tests (Brinnel & Rockwell), quenching baths, safety.	100
J.	Bench Work Filing, scraping, and chipping, layout and assembly, use of gauge blocks and dial indicator, vernier height gauge, lapping, tapping and threading, lubricants, inspection, safety.	500
K.	General Machinery Repair Inspection and adjusting, removing and replacing broken and worn parts of machine tools, scraping bearings and ways and rebuilding machines, welding.	2000
	TOTAL	8000

Appendix F

RELATED INSTRUCTION SAMPLE

(Machinist)

MACHINIST

RELATED INSTRUCTION

Safety (16 hours)
- Fundamentals (4 hours - first year)
- Trade Safety (12 hours - second year)

Industrial and Labor Relations (20 hours)
- History and Background (6 hours - first year)
- Current Laws and Practices (14 hours - second year)

Blueprint Reading, Drawings and Sketching
- Fundamentals of Blueprint Reading & Sketching
- Elementary Machine Blueprint Reading and Sketching
- Advanced Blueprint Reading & Sketching
- Machine and Die Design
- Tool, Jig,and Fixture Design

Mathematics
- Fundamentals
- Elementary Applications to the Trade
- Advanced Applications to the Trade
- Precision Measurement
- Using Handbooks, Tables, etc.
- Estimating

Trade Theory
- Tools, Machines,and Equipment
- Care, Maintenance,and Operation
- Terminology
- Materials of the Industry
- Technology of Jobs, Operations and Processes
- Layout and Production Methods

Trade Science
- Cutting Tools
- Abrasives
- Tool, Die, Jig,and Fixture Design
- Heat Treatment
- Metallurgy
- Welding

Other Related Courses as Necessary

144 Hours of Related Instruction are required for each apprentice for each year.

Appendix G

Excerpt from

New York State Department of Labor Publication

TRAINING AND WORK EXPERIENCE OF FORMER APPRENTICES IN NEW YORK STATE (May 1975)

Excerpted from the New York State Department of Labor Publication:

TRAINING AND WORK EXPERIENCE OF FORMER APPRENTICES IN NEW YORK STATE
(May 1975)

INTRODUCTION AND SUMMARY

This report on the training and work experience of completers and dropouts from registered apprenticeship programs in New York State covers the 12-year period 1958-1969. It focuses on the extent to which those who served in a registered apprenticeship program are currently employed as craftsmen, supervisors, or as self-employed workers in trades in which they served their apprenticeship or in trades related to their apprenticeship. It also covers the apprenticeship experience of the former apprentices, their evaluation of this experience, and factors associated with apprenticeship completion, decisions to work in trades related to field of training, and level of employment and earnings in present jobs.

A questionnaire covering the subjects on which information was sought was mailed to approximately 38,500 former apprentices whose training fell within the period covered by the survey and for whom an address was available in the files of the State's Bureau of Apprenticeship Training. This was more than half the number of persons who completed or dropped out of apprenticeship training during the period covered by the survey (71,900).

When the number of persons who received apprenticeship training during the period covered by this survey was reduced by those who were dead, disabled, retired, in the Armed Forces, in school, or who were still in apprenticeship, a total of about 67,800 remained.

Of the 38,500 former apprentices to whom the questionnaire was mailed, approximately 9,350 made usable responses; 8,300 failed to respond. About 2,050 questionnaires were returned blank or were otherwise unusable (the former apprentice was dead, disabled, retired, in the Armed Forces, in school, or according to the recipient had never been, or was still, an apprentice). The largest group consisted of 18,800 whose forms were returned by the Post Office.

Since the various components of the universe of 67,800 apprentices were unequally represented in the sample of 9,350 respondents, several "blowup" ratios were utilized in weighting the returns. These ratios reflected differences in the extent of response in the various combinations of trade, geographic area, completers and noncompleters, and year of separation from apprenticeship training -- characteristics for which a comparison of sample returns and universe could be made and which, therefore, were used in developing weights. (The Technical Appendix gives details on the survey procedures.)

Of the 67,800 former apprentices, by far the largest number -- an estimated 38,000, or 56 percent -- had been registered in construction-trades programs. The rest were in printing (14 percent); machinist, tool and diemaker, and other metal-trades programs (11 percent); automobile mechanic and other mechanic or repairman programs (10 percent); and in the barber, meat cutter, draftsman, and other miscellaneous-trades programs (9 percent). In the construction trades, 24,000 of the total of 38,000 former apprentices were in three occupational groups -- carpenter, electrician, and plumber.

The Apprenticeship Experience

To become a qualified journeyman under a program recognized by New York State an apprentice must complete a specified term of apprenticeship. During the 1958-1969 period, this was typically 2,000 hours of on-job training a year -- usually for 4 years -- plus 144 hours a year of related instruction, whenever such instruction was available. In the printing trades and in the electrician and plumber trades, the 5- or 6-year program was the typical one. Three-year programs were most common in certain construction and miscellaneous trades, such as those for bricklayers, ornamental ironworkers, painters, and meat cutters, while those for other ironworkers, barbers, and some others of the miscellaneous-trades group were 2-year programs.

During the 1958-1969 period, three out of five apprentices completed their training, while two out of five terminated their apprenticeship voluntarily (without completing) or had it terminated by the employer at some time during the program. Three-fourths of the completers were issued certificates. The rest were not certificated, mainly because of insufficient attendance or unsatisfactory completion of classroom instruction or because no certificate was requested.

About 20 percent of the completers said they had their standard term of apprenticeship reduced because the employer granted them credit for previous training or work experience, or because the apprentice proved unusually quick in learning the skills of the trade. The frequency with which credit was given varied considerably by program -- ranging from 12 percent in construction and miscellaneous trades to 46 percent in printing.

Of the apprentices who completed the program, 65 percent finished their related instruction, 7 percent took courses but did not complete them, 19 percent found that related instruction was unavailable, while 9 percent received no training for some other reason or did not report the reason.

Sixty percent of the former apprentices had no fault to find with their classroom instruction; the printing, mechanic, and miscellaneous trades had somewhat higher proportions than the construction and metal trades.

About half of the respondents who made suggestions for improving classroom instruction were concerned with the quality of training, such as the need for updating training methods by using more visual aids and providing up-to-date books, equipment, and materials, and better classroom facilities. The lack of coordination between related instruction and on-job training was criticized, and some respondents complained that they had to share their classes with apprentices in other trades. Some criticized the inadequacy of the teachers assigned to the program. Others suggested that greater emphasis be placed on particular courses or that classroom hours be scheduled at more convenient times or rearranged in other ways.

Although 91 percent of the respondents thought that the on-job training received during their apprenticeship had been very good or, at least satisfactory, a considerable number suggested improvements that could be made in the program. Relatively more of those in the construction and miscellaneous trades than in the metal trades expressed satisfaction. The criticisms made of on-job training usually referred to the work assignment itself: the apprentice was used as cheap labor or as a coffee boy; he was not given sufficient opportunity to rotate within the plant or among plants to learn various aspects of the trade; or he received little if

any on-job instruction or supervision. The overwhelming majority (about 87 percent) of those who completed their apprenticeship in the printing, metal, or mechanic trades received all their on-job training from one employer. In the construction trades about 46 percent had served with one employer.

In addition to making suggestions on how to improve related instruction and on-job training, respondents offered other criticism: better supervision of the apprenticeship program by the State was needed; the progress of apprentices should be tested periodically; screening methods should be improved; apprentice pay should be increased; the length of the apprentice program should be shortened or made more flexible; and greater efforts should be made to provide steady employment during apprenticeship.

Over two-thirds of the apprentices had graduated from high school but had either no post-high school training or less than 1 year of such training before apprenticeship; 9 percent completed at least 1 year of college; 17 percent attended high school but did not graduate; and 5 percent did not advance beyond elementary school.

In answer to questions concerning preapprentice school courses and jobs or hobbies from which skills of value in their trade were acquired, one-fourth reported that they had taken courses, 22 percent that they had held jobs, and 14 percent that they had hobbies that met this criterion. About 3½ percent had completed or dropped out of another State-registered apprentice program prior to enrolling in the apprentice program covered by this survey.

Former apprentices were also asked to supply information concerning work-related, postapprentice courses they had taken or contemplated taking. About 28 percent of the respondents employed in fields closely related to their apprenticeship programs reported such courses -- ranging from 21 percent who had been indentured in miscellaneous-trades programs to 41 percent in the mechanic-trades programs. Unions assumed an important role in providing postapprentice training for construction workers -- especially electricians, plumbers, and carpenters -- and in some printing trades. In the printing, metal, and mechanic trades about half the postapprentice courses were paid for entirely by the employer. In barbering and other miscellaneous trades, the employee typically paid all or part of the tuition.

Approximately six of every 10 who had jobs in the same trade in which they had served their apprenticeship (including both those who had already had some postapprentice training as well as those who had not) felt that additional training was unnecessary, three in 10 had training available and thought it would be helpful, while one in 10 thought that training would be helpful although it was not available.

Work Experience and Training

The second section of the report presents survey findings on the extent to which former apprentices worked in trades related to their field of training.

Based on a comparison of job descriptions given by the former apprentices and the work processes of apprenticeship programs published by the State

Bureau of Apprenticeship Training, the current (1971) occupations of the former apprentices were classified as highly related, somewhat related, or unrelated to the programs in which they had been trained. About two-thirds of the former apprentices in 1971 had jobs in trades highly related to the field in which they served their apprenticeship; 28 percent were in unrelated trades, while 5 percent were in trades somewhat related. Apprentices who completed training were more likely to be in highly-related trades (88 percent) than those who did not complete (33 percent). The year in which former apprentices exited from their programs generally had little bearing on the proportions working in highly-related trades in 1971.

A somewhat higher proportion of first jobs held after completion of apprenticeship was highly related than was true of later jobs, the proportions being 73 percent and 66 percent, respectively. Almost all the completers (95 percent) and about two-fifths of the noncompleters entered highly-related first jobs upon terminating their apprenticeship.

The likelihood of a noncompleter being employed in a related trade is associated with the proportion of program hours completed: 52 percent of those who completed more than half the required training before dropping out of the program were in highly-related (43 percent) and in somewhat-related (9 percent) jobs. At the other end of the scale, of those who completed one-tenth or less of total program hours, about 20 percent were employed in highly-related jobs and 10 percent in somewhat-related jobs.

Among the major trade groups, printing ranked first in the proportion of completers in highly-related trades (93 percent); construction was second (88 percent), followed by metal and mechanic trades (86 percent) and the miscellaneous trades (84 percent). Among the individual trades, operating engineers and electricians ranked highest while draftsmen and those in woodworking trades were at the bottom of the scale. More than 90 percent of the completers in most of the construction trades were in highly-related trades; exceptions were bricklayers, carpenters, ironworkers, and painters, plasterers, and lathers.

Half of the apprentices who dropped out of the miscellaneous-trades programs were found in highly-related trades, compared with about 30 percent who dropped out of the construction-trade programs.

About 69 percent of the completers and almost half of the noncompleters in highly-related trades were working at the journeyman level in 1971. Completers were more likely than noncompleters to be in positions above the journeyman level, but less likely to be contractors or to have other self-employment.

Level of position in usual occupation	Usual occupation highly related to apprentice trade	
	Completers	Noncompleters
All positions	100.0 percent	100.0 percent
Below journeyman (including noncraft)	1.4	16.4
Journeyman	68.5	49.2
Above journeyman	22.0	16.9
Contractors and other self-employed	8.1	17.5

Nearly 90 percent of the completers and 46 percent of the noncompleters were employed in apprenticeship craft trades in 1971. Policeman ranked first among the noncraft occupations; truckdriver second. Following next in order were general laborer and then engineer and engineering technician.

Among the trades, former construction apprentices had the highest average hourly wage rate ($6.55) in the spring of 1971 and the highest median annual earnings ($11,365) in 1970. Those who had been in the miscellaneous group of trades ranked last, with an hourly rate of $4.32 and annual earnings of $7,863. (Tips supplemented the earnings of barbers, who are in this group.)

In 1970, former apprentices were employed in their usual trades an average of 45.8 weeks and were unemployed 2.4 weeks. The remaining 3.8 weeks of the year included work on unrelated jobs, periods of sickness, and separation from the civilian labor force. There was relatively little variation among the trade groups in the average number of weeks employed in the usual trade in 1970.

In general, hourly wage rates and annual earnings of completers in highly-related trades were higher than those in somewhat-related and unrelated trades. Completers did better than noncompleters; and those in jobs above the journeyman level did better than those in lower-level jobs.

Determinants of Training Relatedness and Wage Rates

Correlation and regression techniques were used to analyze the importance of each of a group of factors as determinants (1) of the probability that a former apprentice would be employed in an occupation related to the trade in which he was apprenticed, and (2) of the hourly wage rate he could expect to earn; in each case, the assumption is made that the influence of the other measured factors remained constant. The regressions are based on unweighted data obtained from respondents who answered all the relevant questions. Separate analyses were made for apprentices as a whole, for five broad occupational groups, and for 12 individual trade groups.

(1) Six variables were used to explain the variation (R^2) within a trade group in the probability that a former apprentice would be employed in a training-related occupation; a seventh variable, occupational area of training, was added in the regression of the total sample. For apprentices as a whole, the variables explained 29 percent of the variation. Among the broad trade groups, R^2 ranged from 41 percent in the construction trades to 14 percent in the miscellaneous trades.

Corroborating the relationship shown by the data for the estimated universe, summarized earlier, program completion is found to have the strongest influence on the probability that a former apprentice will be employed in a training-related occupation -- adding 38 percent. It is the only factor that is consistently significant and positive in all the trades studied.

Relatively equal in their influence on the probability of training-related employment for apprentices as a whole are membership in a union, related preapprenticeship courses, and related preapprenticeship work experience -- each adding about 8 to 9 percent to the probability.

Former mechanic-trades apprentices are 3 percent more likely than those trained in the miscellaneous trades (base group) to be employed in training-related occupations; former construction-trades apprentices are 5 percent less likely. The differences in probability between the base group and the metal- and printing-trades groups are not significant.

Formal schooling beyond the eighth grade and the period of separation from apprenticeship are negatively associated with employment in a training-related trade -- each year of schooling completed reducing the probability by about 1 percent and each year of separation from apprenticeship, by 0.5 percent.

(2) About 40 percent of the total variation in hourly wage rates is explained by seven variables; of these, 29 percent is explained by the occupational area in which the apprentice is trained. For the broad trade groups, R^2 ranges from 41 percent (printing trades) to 3 percent (metal trades).

Compared with training in the miscellaneous trades, training in the construction trades adds $1.79 to the hourly wage rate. The wage differentials between the base group and the metal, mechanic, and printing trades are not significant. The attainment of a journeyman or higher-level position is the next most important influence -- increasing the wage rate by $1.24 an hour on average.

Union membership and employment in the New York metropolitan area significantly increase the earnings of former apprentices in most of the trades studied. For former apprentices as a whole, union membership adds 81 cents to hourly earnings, and employment in the New York metropolitan area, 49 cents.

Employment in a highly- or somewhat-related occupation significantly influences the earnings of former construction- and mechanic-trades apprentices, but in opposite directions -- increasing the hourly wage rate in the construction trades by 74 cents and decreasing the rate by 35 cents an hour in the mechanic trades.

On-job experience, represented by the number of years of separation from apprenticeship, and the attainment of higher skill levels, represented by the number of months of exposure to apprenticeship training, are positively associated with higher earnings -- each year of separation adding 4 cents an hour and each month of training completed, about 1.4 cents an hour.

Apprentice-Trained Supply of Skilled Manpower

During the 1960's, about 29 percent of the new entrants into the craft trades below the age of 35, and about 21 percent of all new entrants, had been in registered apprenticeship programs in New York State; in the construction, printing, and metal industries as a group, the proportions were 45 percent of those under 35, and 35 percent of the total new entrants. Limiting the construction trades to the contract-construction industry results in a further increase in the ratio.

The apprenticeship system accounted for larger proportions of new entrants in the more highly skilled or highly unionized occupations than in other craft trades. Thus, sheetmetal workers and electricians were more likely to be apprentice-trained than carpenters or painters; and tool and diemakers more likely than machinists or mechanics.

CONCLUSIONS

The high ratio of former apprentices who at the time of the survey were working in trades related to their field of training indicates that New York State's registered apprenticeship program has had a large measure of success in meeting its primary aim of developing craftsmen and supervisory and managerial personnel in the skilled trades. Ninety percent of the completers were found employed in training-related jobs. And among noncompleters, 42 percent were in related jobs, especially significant being the finding that the proportion in related jobs rose with the percent of program hours completed prior to separation.

This general conclusion is underscored by the fact that nearly all related jobs in which completers were at work were at the journeyman level or higher. Among noncompleters, about 66 percent were in these higher-level jobs. 1/

Also bearing on the question of the skill-level of work done in the usual trade is the finding that 80 percent of the journeymen working in their field of training reported that they were not required to do any significant amount of menial or unskilled chores.

Another index of success is the fact that 91 percent of former apprentices expressed satisfaction with their on-job training, and, as indicated earlier, 60 percent had no fault to find with the related instruction.

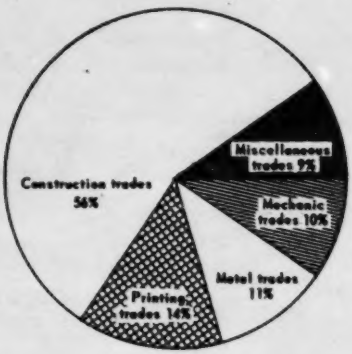
Unsatisfactory conditions cited were, among others, the failure of employers and sponsoring groups to provide job training in the various aspects of the trade; to assure continuous employment during apprenticeship; to provide related instruction; to gear training to ability and to recognize pertinent pre-apprenticeship work experience and education; to maintain accurate records of work done and progress made. New regulations promulgated by New York State's Industrial Commissioner Louis L. Levine in December 1973 anticipated many of these complaints. It is recognized that, to accomplish the purpose of these regulations, more extensive supervision by the State over the conduct of apprenticeship training is required.

Apprenticeship programs have not been uniformly successful. Outstanding in their training-relatedness records were the plumber, electrician, operating-engineer, sheetmetal-worker, maintenance-electrician, and stationary-engineer programs.

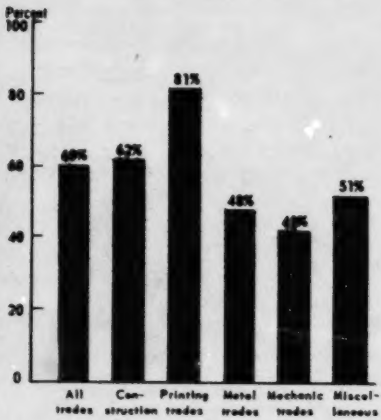
---

1. Since the survey did not extend to persons who learned craft trades by means other than apprenticeship, it does not answer the question whether apprenticeship training provides skills of higher quality or is more efficient than other learning channels. A University of Texas survey designed to throw light on the question was recently completed by Dr. Ray Marshall and colleagues (Training and Entry into Union Construction, National Technical Information Service, December 1973). Limited to union members of six trades (bricklayers, carpenters, electrical workers, ironworkers, plumbers and steamfitters, and sheetmetal workers), the study concludes that apprenticeship-trained craftsmen are more broadly trained and suffer less from unemployment than other journeymen and are more heavily represented in supervisory positions than is the union membership as a whole.

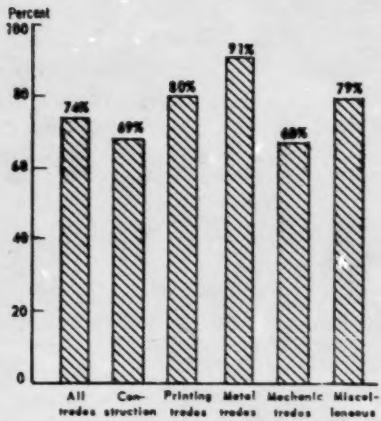
DISTRIBUTION OF APPRENTICES BY TRADE, 1950 - 1969



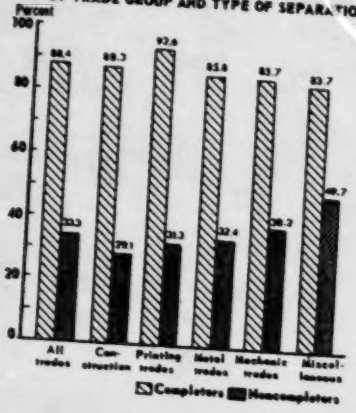
PERCENT OF APPRENTICES WHO COMPLETED THEIR APPRENTICESHIP



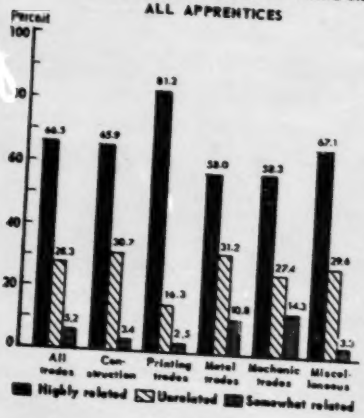
PERCENT OF COMPLETERS WHO RECEIVED CERTIFICATES



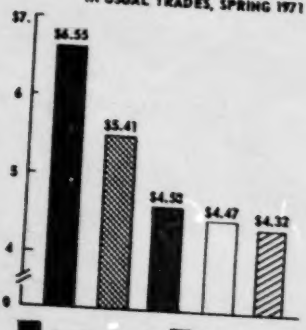
PERCENT IN HIGHLY RELATED TRADES
BY TRADE GROUP AND TYPE OF SEPARATION



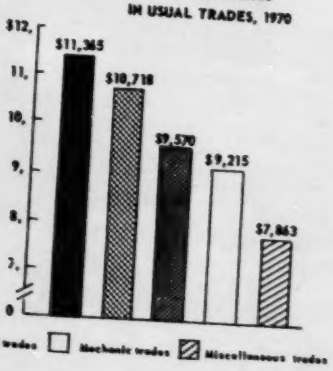
RELATEDNESS OF USUAL TRADE, BY TRADE GROUP
ALL APPRENTICES



HOURLY WAGE RATES
IN USUAL TRADES, SPRING 1971



ANNUAL EARNINGS
IN USUAL TRADES, 1970



APPENDIX H

Sample Certificates of Completion

One from Colonial Times

and

One from the 1970's

Examples of Certificates of Completion, one from Colonial Times and one from the 1970's, are shown on pages 125 and 126.

Historical Certification of Completion

This certificate which was issued to apprentices turned journeymen in the year 1819 proves that apprenticeship is an old and time honored method of training craftmen.

Contemporary Certificate of Completion

This is a sample of the current certificate and is valued by the journeyman. It proves that the apprentice has reached the status of craftman and provides the opportunity for high level employment.

[Sold by G. & R. White, 64 & 38, Maiden-Lane.

This Indenture

WITNESSETH, That John Nicholas Bogert
now aged Eleven Years and Seven months
by and with the consent of his Father Nicholas Bogert
hath put himself, and by these presents doth voluntarily, and of his own free will and accord, put himself Apprentice to James Bogert
Geneva in the State of New York. Printer. Bookseller and Book Binder
to learn the Art, Trade, and Mystery of a Printer, Bookseller, or Book Binder as the said James Bogert may elect
and after the manner of an Apprentice to serve from the day of the date hereof, for and during, and until the full end and term of Nine Years and Five Months.

next ensuing; during all which time, the said Apprentice his Master faithfully shall serve, his secrets keep, his lawful commands every where readily obey: He shall do no damage to his said Master nor see it done by others, without letting or giving notice thereof to his said Master He shall not waste his said Master's goods, nor lend unlawfully to any: He shall not commit fornication, nor contract matrimony within the said term; at Cards, Dice, or any unlawful game he shall not play, whereby his Master may have damage: With his own goods, nor the goods of others, without licence from his said Master, he shall neither buy nor sell: He shall not absent himself day nor night from his said Master's service, without leave; nor haunt ale-houses, taverns, or play-houses: but in all things behave himself as a faithful Apprentice ought to do, during the said term. And the said Master shall use the utmost of his endeavours to teach, or cause to be taught or instructed, the said Apprentice, in the trade or mystery of a Printer, Bookseller, or Book Binder. after such election shall be made.

And procure and provide for him sufficient meat, drink, washing mending and apparel, as also medicine, nursing and medical aids fit for an Apprentice, during the said term of Nine Years and Five Months and will also give him a good English education.

And for the true performance of all and singular the Covenants and Agreements aforesaid, the said parties bind themselves each unto the other firmly by these presents. IN WITNESS whereof, the said parties have interchangeably set their hands and seals hereunto. Dated the twenty third day of February in the forty third year of the Independence of the United States of America, and in the year of our Lord, One Thousand Eight Hundred and nineteen.

Sealed and Delivered in the presence of
Daniel Mack
Elijah N. Gordon

James Bogert
Nicht Bogert

John Nicholas Bogert

-125-

131

-126-

State of New York

HUGH L. CAREY, Governor

Department of Labor

Certificate of Completion

for

Apprenticeship Training

THIS IS TO CERTIFY THAT

HAS SERVED AN APPRENTICESHIP OF

AT THE OCCUPATION OF:

IN THE EMPLOY OF:

UNDER STANDARDS APPROVED BY THE INDUSTRIAL COMMISSIONER

AND HAS QUALIFIED AS A SKILLED CRAFTWORKER

GIVEN AT ALBANY, NEW YORK, THIS DAY OF 19

PHILIP ROSS, Industrial Commissioner